United States Bankruptcy Court
Southern District of Georgia

ELECTRONIC CASE FILES (ECF) SYSTEM
LIMITED FILER REGISTRATION FORM

This form is to be used by creditors, attorneys not admitted to practice in the Southern District of Georgia, and other limited filers to register for limited filing privileges to electronically file documents using the CM/ECF System. A limited filer may only perform specified transactions, as set forth in paragraph seven (7) of this form. **NOTE:** If you are an attorney seeking full filing privileges, please complete the attorney registration form.

Creditors and attorneys are now able to file proof of claim forms for all chapters electronically without a CM/ECF login and password. Visit the Court's website, www.gasb.uscourts.gov to find the link and filing instructions.

First/Middle/Last Name: _____

Title: _____

Entity Name: _____

Mailing Address: _____

City/State/Zip: _____

Telephone Number: _____

Fax Number: _____

Email Address: _____

Other districts in which I am certified to file electronically using CM/ECF: _____

I, the limited filer, certify under penalty of perjury that I am authorized by the above-named entity to submit this registration form, and I understand and agree to adhere to the following:

1. I understand that use of my login and password constitutes my signature on an electronicallyfiled document for all purposes, including those under Rule 9011 and 28 U.S.C. § 1746, and shallhave the same force and effect as if I had affixed my signature on a paper document being filed.Signatures will be indicated by "/s/" and the typed name of the person signing in the following format: "/s/ Jane Smith" on the signature line.

2. I shall protect and secure the login and password issued by the court, and I shall be solely responsible to the court regarding each record entered into the CM/ECF system using my login and password. The login and password will be used only by me and by employees to whom I give authorization. Authorized employees shall review the terms of the limited filer registration form and sign a copy for my records. If there is any reason to suspect misuse of the password, it is my duty to change my password and immediately contact the Court to report the suspected misuse.

3. I may notify the Court to terminate my status as a limited filer at anytime. If I cease to be an employee or agent of the entity on whose behalf documents are being electronically filed with the Court, or for any other reason cease to be authorized to file electronically on behalf of the entity, I will promptly notify the Court.

4. I shall maintain the accuracy of my account (e.g., mailing address, telephone number, fax number, e-mail address).

5. I understand that electronically filed documents requiring original signatures from any person other than me, including employees to whom I have given permission to use my password, should be maintained by me in paper form, bearing the original signatures, for at least five (5) years after the conclusion of all appeals or the expiration of time for filing a timely appeal, whichever is later. Upon the Court's request, I must provide the original signed documents for review.

6. I certify that I have read and will comply with General Order 2010-1, Local Bankruptcy Rules for Electronic Case Files (ECF), and all administrative procedures adopted by the bankruptcy court concerning the use of CM/ECF. I also certify that I have completed the online CM/ECF training modules (located on the Court's web site under CM/ECF > CM/ECF Information > Training).

7. Limited filing privileges are narrow in scope. I understand that I will use CM/ECF to electronically file the following documents only: Notice of Appearance and Request for Notice; Notice of Change of Address; Proof of Claim; Objection to Transfer of Claim; Reaffirmation Agreement; Transfer of Claim; Withdrawal of Change of Address; Withdrawal of Claim; Withdrawal of Notice of Appearance and Request for Notice; Withdrawal of Transfer of Claim; and Ballot (Ch 11). The Court reserves the right to modify these options or add additional options as deemed necessary.

8. I understand that using my limited filer account to monitor general activity in any case in which I have not filed a document is beyond the scope of my limited filing privileges. The limited filer account is intended for performing the specified transactions in Paragraph 7. In order to view and retrieve electronic docket sheets and documents available on CM/ECF, I will use PACER or the Courts' Really Simple Syndication (RSS) feed. [Note: A PACER login and password may be obtained from the PACER Service Center. Registration for a PACER account is available online at http://pacer.psc.uscourts.gov. For assistance, call 1-800-676-6856.]

9. If the Court determines that limited filers may receive notices electronically, then I expressly consent to receive notice and service of pleadings and other papers by electronic means from the Court and other filing users in all cases, except with regard to service of a summons and complaint under Bankruptcy Rule 7004, a motion initiating a contested matter under Bankruptcy Rule 9014, or a subpoena under Bankruptcy Rule 9016.

10. At any time without advance notice, the Court may, *sua sponte*, terminate my account for any reason and require future documents to be filed conventionally or in any other format specified by the Court.

_____ _____

Limited Filer Signature Date

Submit registration form to: United States Bankruptcy Court, Attn: CM/ECF Registration, 125 Bull Street, Savannah, Georgia 31401

or

usbc_cmecf_ProjectManager@gas.uscourts.gov

USBC Use Only

Date Received: _____ Account Created: _____ Login/Password Issued: _____

Revised: January 2013