

Who will serve me by email?

When you request DeBN, you consent to the delivery of court-generated notices and orders by email rather than by U.S. mail to a physical mailing address. The BNC will send these emails to you instead of mailing you a paper document.

All other parties, such as creditors and trustees, must serve documents upon you according to the court rules (by U.S. Mail, overnight mail, or personal delivery.)

How Long am I Enrolled in DeBN:

A DeBN account remains active unless:

1. Debtor's account is automatically disabled due to an email transmission failure (email bounce-back); or
2. Debtor files a request to deactivate the account. A debtor may file this request at any time.

As long as the debtor's DeBN account is active all court-generated notices and orders will be emailed to the debtor by the BNC in **any current or future bankruptcy or adversary case from any bankruptcy court district** in which the debtor's name and address in that case match the name and address in the debtor's DeBN account, including cases where the debtor may be listed as a creditor.

Can My DeBN Account be Deactivated?

Your account can be deactivated if:

1. The BNC disables it because the BNC was notified of an email delivery failure (a bounce-back);
2. You file a request to deactivate your account by completing and submitting to the court the "deactivate" section of the *Debtor's Electronic Noticing Request (DeBN)* form; or
3. Your mailing address on file with the court changes and it no longer matches the DeBN account mailing address.

DeBN Contact Information for the Western District of Tennessee

**U.S. Bankruptcy Court
Attn: DeBN Administrator
111 South Highland Avenue, Suite 107
Jackson, TN 38301
731-421-9300**

DeBN

Debtor
Electronic
Bankruptcy
Noticing

**Email Delivery of
Court-Generated Notices and Orders
for Debtors**

FAST, CONVENIENT & FREE!

UNITED STATES BANKRUPTCY COURT
Western District of Tennessee



What is DeBN?

DEBTOR ELECTRONIC BANKRUPTCY NOTICING (DeBN) is a FREE and voluntary service that allows debtors to request delivery of court-generated notices and orders by email rather than by U.S. mail to a physical mailing address.

Who is the BNC?

The BANKRUPTCY NOTICING CENTER (BNC) sends orders and court-generated notices from all bankruptcy courts to debtors and other parties in bankruptcy cases.

What are Orders and Court-Generated Notices?

Orders and court-generated notices are documents entered by the bankruptcy court. These may include, but are not limited to the following:

- Meeting of Creditors Notice
- Filing Deficiency Notice
- Notice of Requirement to Complete Course in Financial Management
- Order re: Extension of Time
- Order Confirming Chapter 13 Plan
- Order of Discharge of Debtor
- Notice of Dismissal

How Do I Request DeBN?

Signing up for DeBN is easy:

1. **Obtain** a *Debtor's Electronic Noticing Request (DeBN)* form. It is available on the court's website at www.tnwb.uscourts.gov or at one of the bankruptcy court clerk's offices.
2. **Complete and sign** the form.
3. **File the completed form** with the bankruptcy court clerk's office or have your attorney file the form.

How Do I Activate My Account?

Once the bankruptcy court opens your DeBN account, you will receive an email confirming your registration with an "Activate my account" link.

To activate your DeBN account click on the "Activate my account" link embedded in the email.

The BNC sends a second email confirming your activation. This email will contain your personal DeBN account information.

How DeBN Works:

Once you have activated your account future court-generated notices and orders will be delivered to you by email as long as your name and address in the bankruptcy case match your name and address in your DeBN account and there are no email transmission failures.

When the court enters a notice or order the BNC will email the notice to the debtor at the end of the day. The court notice or order will be emailed as a single document. A separate email will be sent for each court notice or order that is entered.

There is no limit to the number of times you may view each document and you are free to print or save the document.

If the document exceeds 8 MB of information, it is too large to send to you by email. In this instance it will be sent by U.S. Mail to your mailing address. Your DeBN account remains active.

Email 

To learn more about DeBN, or to download a DeBN form, please visit the court's website at www.tnwb.uscourts.gov