



UNITED STATES BANKRUPTCY COURT
FOR THE SOUTHERN DISTRICT OF IOWA

ATTORNEY/PARTICIPANT REGISTRATION FORM
LIVE CM/ECF SYSTEM

Use this form to register for an account on the Court's Case Management/Electronic Case Files (CM/ECF) system. Registered attorneys and other participants will have privileges both to electronically submit documents, and to view and retrieve electronic docket sheets and documents as available for cases assigned to the CM/ECF system. Provide the following information for registration.

First/Middle/Last Name: _____

Bankruptcy ID Number: _____

Firm Name: _____

Firm Address: _____

City, State, Zip Code: _____

Voice Phone Number: _____

FAX Phone Number: _____

Internet E-Mail Address: _____

By submitting this form, the undersigned agrees to abide by the following rules:

1. This system is for use only in cases permitted by the Court. It may be used to file and view electronic documents, docket sheets, and notices.
2. At this time, the requirements for filing, viewing, and retrieving case documents are: a personal computer (Pentium II minimum) running a standard platform such as Windows 98, 2000 or NT, or a Macintosh, an Internet provider using Point to Point Protocol (PPP), Netscape version 4.7 or Internet Explorer 5.5, and Adobe Acrobat version 4.0 or higher software to convert documents from a word processing format to a portable document format (PDF).

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3. Pursuant to Federal Rule of Civil Procedure 11, every pleading, motion, and other paper (except lists, schedules, statements or amendments thereto) shall be signed by at least one attorney of record or, if the party is not represented by an attorney, all papers shall be signed by the party. An attorney's/participant's password issued by the court combined with the user's identification, serves as and constitutes the attorney's/participant's signature. Therefore, an attorney/participant must protect and secure the password issued by the court. If there is any reason to suspect the password has been compromised in any way, it is the duty and responsibility of the attorney/participant to immediately notify the court. The attorney/participant should change the password immediately.
4. An attorney's/participant's registration will constitute a waiver in law of conventional service of documents. The attorney/participant agrees to accept service of notice on behalf of the client of the electronic filing by hand, facsimile or authorized e-mail.
5. The undersigned attorney agrees to abide by the most recent General Order, Administrative Procedures for Electronic Case Filing Manual and all technical and procedural requirements set forth therein.

Applicant Signature

Return form to:

U.S. Bankruptcy Court
Southern District of Iowa
P.O. Box 9264
Des Moines, IA 50306-9264

OR

E-mail to: vls@iasb.uscourts.gov