



MEMORANDUM

To: Attorneys
From: William E. Tanner, Clerk of Court
Subject: IMPORTANT DEVELOPMENTS
IN THE BANKRUPTCY PROCESS

July 30, 2003

I am happy to report that the Bankruptcy Court for the Middle District of Georgia is moving closer to the electronic age for the availability of documents on the Internet. We will soon be announcing a procedure which will facilitate posting of documents on our PACER network so that parties can view documents from any location with Internet access. Our movement to a total electronic case file will be in several phases. The first phase will involve extensive cooperation from practitioners in order to have the documents provided to us in electronic form so that we can post them on PACER. In the first phase, paper will continue to be filed and the paper file will be the official record. The electronic document or the copy of the paper will be posted on the PACER system for the convenience of the parties. If practitioners do not provide us with an electronic version of the documents they file, the documents will not be available on PACER. We plan to premier the new system at the upcoming Bankruptcy Institute for the Middle District the first Friday in September.

By December 1 of this year, new privacy guidelines will be in effect. They will require that attorneys not include social security numbers on documents filed except for one special form that is filed when the case is commenced. The social security number of debtors will be displayed in the very first notice sent out by the court but should not be contained in any other documents. The social security number will also not be available on PACER or otherwise on the internet. Further information on this upcoming development will be available soon.

With our movement to the new case management system, we have been asked to specify all correct county codes for debtors. It is extremely important that attorneys specify the county of residence of all debtors. This includes counties that may be outside of Middle Georgia or even outside the State of Georgia. If you list a change of address for a debtor who may have moved especially out of the district or out of the state, please include the county of residence along with the other pertinent address information. Any questions concerning this can be directed to me. If we do not get the county code, it will result in unnecessary follow-up phone calls to obtain that information so that we can input the correct code for statistical purposes.

Many new developments and advances in the bankruptcy process will be coming in future years that will both improve and challenge all of our daily responsibilities. The court stands ready to provide whatever service is necessary to facilitate the smooth operation of the bankruptcy process and looks forward to the cooperation and assistance of the practitioners in the Middle District to accomplish all of these changes and developments in the future.

WET/kp