UNITED STATES BANKRUPTCY COURT
FOR THE NORTHERN DISTRICT OF IOWA

In re:	)	
	)	Standing Order No. 13
Bankruptcy Abuse Prevention and	)	
Consumer Protection Act of 2005	)	NOTICE OF PREFERRED ADDRESS
	)	
	)	

The Court determines that amendments to Bankruptcy Code §342, pursuant to the Bankruptcy Abuse Prevention and Consumer Protection Act of 2005, make necessary the use of a standardized notice of preferred address procedure and form. Accordingly,

IT IS HEREBY ORDERED, effective October 17, 2005, that:

1. An entity and a notice provider may agree that when the notice provider is directed by the Court to give a notice to that entity, the notice provider shall give the notice to the entity in the manner agreed to and at the address or addresses the entity supplies to the notice provider. That address is conclusively presumed to be a proper address for the notice. The notice provider's failure to use the supplied address does not invalidate any notice that is otherwise effective under applicable law.

2. The filing of a notice of preferred address pursuant to 11 U.S.C. §342(f) by a creditor directly with the agency or agencies that provide noticing services for the Bankruptcy Court will constitute the filing of such a notice with the Court.

3. Registration with the National Creditor Registration Service must be accomplished through the agency that provides noticing services for the Bankruptcy Court. Forms and registration information are available at www.ncrsuscourts.com. The registration form for use by creditors in filing notice of preferred address under 11 U.S.C. §342(f), as found on the aforementioned agency's web site, is attached hereto as Exhibit #1.

The Clerk of Court is directed to place a copy of this order in the Public Administrative Orders file. The Clerk also is directed to post a copy of this Administrative Order to the Court's web site so that it is available to all attorneys who are admitted to practice before this court,

either as a member of the bar of the district or *pro hac vice* in a pending case.

Dated: October 28, 2005

PAUL J. KILBURG
CHIEF BANKRUPTCY JUDGE

WILLIAM L. EDMONDS
BANKRUPTCY JUDGE

Exhibit #1

United States Bankruptcy Courts
National Creditor Registration Service

CREDITOR REGISTRATION OF PREFERRED ADDRESS AND REQUEST FOR NATIONAL CREDITOR REGISTRATION SERVICE PARTICIPATION

Company or Law Firm Name of Subscriber: _____

_____

OR Individual Name of Subscriber: _____

_____

☐ **All United States Bankruptcy Courts**
OR
☐ **District(s) of:** _____

The courts referred to above are requested to transmit bankruptcy notices through the Bankruptcy Noticing Center (BNC) to the creditor's preferred mailing address specified on page 2 of this form. This form is submitted pursuant to 11 U.S.C. § 342(f) and Federal Rule of Bankruptcy Procedure 2002(g)(4) (eff. December 1, 2005). The transmittal of notices through the BNC to such preferred addresses is provided through the Federal Judiciary's National Creditor Registration Service (NCRS). This form is provided by the U.S. Bankruptcy Courts and may not be altered or changed in any manner. The completed form should be mailed or faxed to the Judiciary's noticing contractor at:

BAE Systems – Bankruptcy Noticing Center
2525 Network Place
Herndon, VA 20171-3514
Fax: (703) 668-4451

How the NCRS Program Works:
Entities that complete and return this form to the BNC will have notices sent from all bankruptcy courts, or from the individual bankruptcy courts specified, redirected to a preferred mailing address for cases filed under all chapters of the Bankruptcy Code, effective within 30 days after receipt by the BNC.

Software will attempt to match the names and addresses provided on this form to the name and address included in the mailing list. In most cases, the addresses in the court's mailing list are provided by the debtor. If a match is made, the notice will be redirected to the preferred name and address specified in this form. If the recipient name and address in the court's mailing list do not match any combination of names and addresses specified in this form, the BNC will mail the notice to the address provided in the mailing list. **The creditor must notify the BNC should there be a change to the preferred address and/or matching names and addresses specified by this form.**

***** The BNC does not process all of the notices that you may receive in a case. Notices generated by trustees, attorneys, debtors and other entities may continue to be mailed to the address of record filed by the debtor. *****

In Case of Error: Please contact the BNC to resolve any address issues.

For Additional Information: Visit the NCRS program web page at www.NCRSuscourts.com or call the toll free NCRS help line at 1-877-837-3424.

CREDITOR REGISTRATION OF PREFERRED ADDRESS – (CONTINUED)

1. CONTACT INFORMATION					
Name					
Firm/Company Name					
Address Line 1					
Address Line 2					
Address Line 3					
Address Line 4					
City, State				Zip Code	
Phone No.		Fax No.		Email	

2. PREFERRED ADDRESS INFORMATION		
Firm/Company -OR- Individual Name		
Preferred Address Line 1		
Preferred Address Line 2		
Preferred Address Line 3		
Preferred Address Line 4		
City, State		
Zip (Zip +4 required)		To find your 9 digit zip, go to: http://zip4.usps.com/zip4/

3. NAME AND ADDRESS VARIATIONS - Provide name and addresses EXACTLY as they appear on notices you currently receive from the bankruptcy courts. The following information will only be used by the BNC to determine when a notice should be readdressed to the preferred name and address identified in section 2 above. Attach additional sheets if needed:

Names to be substituted with Preferred Address Information:		

Addresses to be substituted with Preferred Address Information:		

4. AUTHORIZATION

To be completed if creditor is a company/corporation:

Under penalty of perjury, I, the undersigned, affirm that I am an authorized officer of the above named company or corporation and I am duly authorized to enter into this agreement on behalf of the named company or corporation; and, I affirm that bankruptcy notices for the above named entity, and any attached company names (spelling variations) and addresses, should legally be directed to the named company. I understand that no legal relationship is created between the entity receiving bankruptcy notices herein and the BNC by this election or submission of this form and that neither the BNC nor the court bears any liability for errors resulting from the information submitted herein or as to future amendments, modifications or substitutions for this information on behalf of this entity.

Name:	
Signature:	
Corporate Officer Title: (if applicable)	
Date:	

To be completed if creditor is an individual:

Under penalty of perjury, I affirm that bankruptcy notices for my name and addresses provided above, and any attached spelling variations, should legally be directed to my address above. I understand that no legal relationship is created between the entity receiving bankruptcy notices herein and the BNC by this election or submission of this form and that neither the BNC nor the court bears any liability for errors resulting from the information submitted herein or as future amendments, modifications or as to substitutions for this information on behalf of this entity.

Name:	
Signature:	
Date:	