

Debtor's Duty to File A Statement of Change of Address

An accurate mailing address is imperative to a debtor's ability to participate in and be on notice of matters in their case. Federal Rule of Bankruptcy Procedure 4001(a)(5) charges the debtor with the responsibility to "file a statement of any change of the debtor's address." It is not uncommon that a debtor changes addresses during their case. The effective representation of debtors includes assisting them to comply with their duties. Any attention you give to your office practices that will ensure a timely filing of these address changes will assist the court, trustees and all parties in interest.

You may submit your change of address in CM/ECF by using the Bankruptcy Events list and choosing Other > Notice of Change of Address.

Kim F. Lefebvre
Clerk of Court