

**UNITED STATES BANKRUPTCY COURT  
EASTERN DISTRICT OF PENNSYLVANIA**

**NOTICE**

**BANKRUPTCY NOTICING CENTER RETURNED MAIL ENHANCEMENT**

The Bankruptcy Noticing Center (BNC) contractor is responsible for the mailing of notices for the United States Bankruptcy Court for the Eastern District of Pennsylvania to non-registered users of the court's Case Management Electronic Case Filing System (CM/ECF) based on the addresses provided by a debtor on its creditor mailing list, unless a creditor has provided the court with a different address. **Effective July 12, 2010**, the BNC will bypass the printing and mailing of notices to addresses identified by the United States Postal Service (USPS) as undeliverable. This service will eliminate unnecessary postage and print costs as well as the time-consuming follow-up activities required by court personnel.

Notices can only be mailed to an address which is valid. The BNC will cross-reference every incoming case mailing list with the USPS National Change of Address (NCOA) database to determine the validity of each address recipient on the mailing list. Reasons that the BNC may bypass the printing and mailing of a notice to a recipient on the mailing list include:

- incomplete address
- addressee moved to a foreign address
- addressee moved and left no forwarding address
- post office box closed
- forwarding order expired

The BNC contractor will mail a notification to the debtor or debtor's attorney when a notice is bypassed. The bypass notification will: (1) include a copy of the notice that the BNC did not mail to the undeliverable address; (2) identify the recipient and the undeliverable address; (3) instruct the debtor or debtor's attorney to immediately mail the undelivered notice to the recipient at a corrected address; (4) advise that the BNC will not mail future notices to the undeliverable address; and (5) include space on the notification for the debtor or debtor's attorney to insert a corrected address for the recipient. The bypass notice also will provide the corrected address identified by the USPS, if available. A national BNC bypass notice will be used in all instances in which the BNC will bypass a notice from printing and mailing.

The Certificate of Notice will continue to reflect when a notice to a recipient is bypassed, will include the reason for the bypass and will indicate that a debtor or debtor's attorney was notified of the bypass.

The BNC contractor will continue to mail notices to undeliverable addresses in the following situations: (1) the address is for a debtor, or (2) the address is a creditor's preferred address as registered with the BNC National Creditor Registration Service (NCRS), pursuant to 11 U.S.C. § 342(f), or with the court, pursuant to 11 U.S.C. § 342(e).