

**UNITED STATES BANKRUPTCY COURT
DISTRICT OF VERMONT**

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CLERK OF COURT

Thomas J. Hart

**CLERK'S
ANNOUNCEMENT
99-103**

TO: Court Users

FROM: Thomas J. Hart, Clerk

DATE: October 29, 1999

RE: Mail returned by U.S. Postal Service

Effective November 1, 1999, we will change our procedure for handling undeliverable mail. You will probably notice the impact of this change sometime after November 8, 1999. Instead of using the court's return address, the Bankruptcy Noticing Center* will print the name and address of the debtor's attorney or the debtor *pro se* in the envelope's return address block.

As a result of this change, the U.S. Postal Service will return undeliverable mail directly to the attorney for the debtor or the debtor *pro se*, who will attempt to obtain a correct address. Once you have obtained a correct address please forward the piece of returned mail to that address, and notify the Bankruptcy Court by amending the address in accordance with Vermont Local Bankruptcy Rule 1009.

Should you have any questions please contact Becky Edlund at the court. Her telephone number is (802) 747-7644. Thank You.

* The Bankruptcy Noticing Center is a private mailing firm contracted by the Administrative Office of the U.S. Courts to print and mail notices and other documents originating from each of the bankruptcy courts nationwide.