United States Bankruptcy Court
For the Eastern District of Oklahoma

FILING AGENT REGISTRATION FORM

Case Management/Electronic Case Filing (CM/ECF) System

A person desiring to register as a Filing Agent for filing documents through the internet component of the courtôs Case Management/Electronic Case Filing (ñCM/ECFò) System (the ñSystemò) on behalf of a Filing User (an attorney previously registered with the court as a Filing User of CM/ECF) must provide the information requested below.

First/Middle/Last Name: _____

Last Four Digits of Social Security Number: _____

Phone Number: _____

Email Address: _____

Filing User (Attorney) for Whom You Are Registering as a Filing Agent:

_____

Firm/Organization Name:_____

Firm /Organization Address: _____

_____

Phone Number: _____

FAX Number: _____

Email Address: _____

By signing and submitting this registration form, the Filing Agent and Filing User agree to abide by the following requirements:

1. The Filing User agrees to abide by the requirements of the *ECF System Registration Form* for all items filed by the Filing Agent.

2. Pursuant to Federal Rule of Civil Procedure 11 and Federal Rule of Bankruptcy Procedure 9011, every pleading, motion and other paper (except lists, schedules, statements or amendments thereto) filed on behalf of a represented party shall be signed by a least one attorney of record. The electronic filing of a petition, pleading, motion or other paper by a Filing Agent shall constitute the signature of the attorney the document is filed on behalf of under Federal Rule of Civil Procedure 11 and Federal Rule of Bankruptcy Procedure 9011.

3. The Filing Agent must protect and secure the login and password issued by the court. The login and password must be used exclusively by the Filing Agent on behalf of the Filing User. The Filing Agent

must not knowingly permit the login and password to be used by anyone who is not authorized. The Filing Agent must immediately notify the court if misuse of a password is suspected.

4. The Filing User must immediately notify the court if a Filing Agent is no longer authorized to act as a Filing Agent.

5. The Filing Agent agrees to abide by all the requirements set out in the Local Bankruptcy Rules and the CM/ECF Administrative Guide of Policies and Procedure currently in effect, and any changes or additions that later may be made.

6. The Filing User and the Filing Agent understand that the court may revoke a Filing Agentôs login and password and, therefore, authority and ability to electronically file documents for cause, including failure to comply with any provisions of this agreement, failure to adequately protect the Filing Agent password, failure to comply with the provisions of the Local Bankruptcy Rules and/or CM/ECF Administrative Guide of Policies and Procedure, revocation of the Filing Userôs login and password, or other misuse of the System.

I agree to the foregoing requirements and verify that the information contained in this document is true and correct.

_____ _____

Date Filing Agent Applicant

I hereby acknowledge that the above applicant is authorized to act on my behalf as a Filing Agent for filing documents through the internet component of the courtôs Case Management/Electronic Case Filing system. I further acknowledge that any document filed by the above applicant as my Filing Agent is deemed to be signed by and filed by me for purposes of Federal Rule of Bankruptcy Procedure 9011.

_____ _____

Date Filing User Attorney Signature

☐ The Filing Agent is permitted to pay any applicable fees required in conjunction with electronically filed documents that require a fee. (check box if ñyesò) _____ Filing User Attorney Initials

☐ Filing Agent has been properly trained to file electronically,

OR

☐ Training will be requested.

Submit this form to:

U. S. Bankruptcy Court
Eastern District of Oklahoma CM/ECF
Post Office Box 1347
Okmulgee, OK 74447
PHONE: 918-549-7200 FAX: 918-549-7248

Upon receipt of a completed Filing Agent Registration Form and verification of training and/or competence in the System, the Clerk will email a CM/ECF Login and Password to the email address of the Filing Agent entered on the form.