

UNITED STATES BANKRUPTCY COURT

EASTERN DISTRICT OF TEXAS

OFFICE OF THE CLERK

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TYLER, TEXAS 75702

JAMES D. TOKOPH
CLERK OF COURT
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February 1, 2004

To Whom It May Concern

Dear Sir or Madam:

I am sending you this letter to remind you that, effective March 1, 2004, all persons wishing to file documents with the United States Bankruptcy Court for the Eastern District of Texas must file such documents solely by electronic means.

I have identified you as a person who continues to file paper documents with this Court.

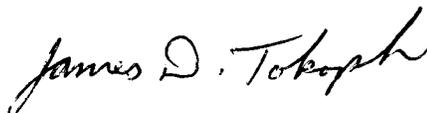
To become an Electronic Filer, a person must demonstrate the ability to docket pleadings and/or claims satisfactorily to the Court's training database as a prerequisite to obtaining access to the Court's system. To assist persons in that regard, the Court is conducting training for affected persons and their staff.

A schedule of training for February 2004 is posted to our website. To assist you, the Court maintains an on-line registration facility that is also available on our website. Classes may be canceled five days prior to scheduled start, due to lack of attendees. There is a small possibility that additional classes may be scheduled to meet demand. Please check the Court's website at www.txeb.uscourts.gov for the latest information.

Please note that Electronic Filers must pay for any filing fees due solely by credit / debit card.

I urge you to schedule training as soon as possible to ensure that all problems are resolved prior to March 1, 2004.

Very truly yours,



James D. Tokoph
Clerk of Court