

**UNITED STATES BANKRUPTCY COURT
EASTERN DISTRICT OF TEXAS
OFFICE OF THE CLERK**



March 17, 2020

C L E R K ' S N O T I C E

**NOTICE OF ALTERNATIVE MEANS OF ACCESS TO
BANKRUPTCY COURT SERVICES IN RESPONSE TO
THE COVID-19 OUTBREAK**

Out of concern for the safety and health of our community and to make every effort to mitigate the spread of coronavirus (COVID-19), the United States Bankruptcy Court for the Eastern District of Texas offers alternative means of doing business with the court in lieu of physically coming to the courthouse.

Authorized ECF users may continue to use the ECF system for conducting business with the court. For those without access to the ECF system, email is an acceptable temporary means to file a new case or pleading; mail is an acceptable method to pay court fees; and as always, we are available by phone during normal business hours to answer questions.

We encourage those without access to the ECF system to use our emergency filing email address, emergencyfiling@txeb.uscourts.gov, to submit new petitions and other filings. Clerk's Office staff will contact the filing party with further guidance on paying fees associated with the filing and curing any deficiencies. Those without ECF access are also encouraged to mail court fees to the applicable office location where the case is filed. Provided below is a listing of our mailing addresses and contacts.

Beaumont Divisional Office

300 Willow Street, Suite 100
Beaumont, TX 77701

For questions and other assistance:
(409) 654-7060
emergencyfiling@txeb.uscourts.gov

Plano Divisional Office

660 N Central Expwy, Suite 300B
Plano, Texas 75074

For questions and other assistance:
(972) 509-1240
emergencyfiling@txeb.uscourts.gov

Tyler Divisional Office

110 North College Ave, 9th Floor
Tyler, Texas 75702

For questions and other assistance:
(903) 590-3200
emergencyfiling@txeb.uscourts.gov

Public health and safety must be prioritized above all else in this unprecedented time. We hope you find these alternative methods of doing business with the court a help to you and your safety.

FOR THE COURT
Jason K. McDonald
Clerk of Court