United States Bankruptcy Court District of New Hampshire

PUBLIC NOTICE 02-3

FROM: George A. Vannah, Clerk

SUBJECT: Filing Cases and Documents

DATE: April 15, 2002

Effective Monday, April 1, 2002 the Clerk's Office began "imaging" all new

cases and documents filed. This will allow users of the Pacer system to

view and download the complete document. To expedite the imaging

process we request the following:

- C DO NOT <u>STAPLE</u> THE ORIGINAL PETITION, SCHEDULES AND STATEMENTS
- C COLORED BACKINGS ARE NO LONGER REQUIRED ON NEW BANKRUPTCY CASES
- C DO NOT USE <u>STAPLES</u> WHEN FILING ANY DOCUMENT

C <u>COVER LETTERS</u> WILL NOT BE IMAGED, PLEASE DO NOT INCLUDE UNLESS YOU ARE TRYING TO INFORM THE COURT OF SOMETHING NOT COVERED IN YOUR PLEADING