

## Email Example 4

# Request to Confirm Updates to DeBN Account

*This is the email you will receive to request confirmation of updates to your DeBN account.  
It is automatically sent after the Clerk's Office has made the updates.*

**Subject:** U.S. Bankruptcy Court, Electronic Noticing Account Activation for DEBTOR SAMPLE

**Date:** 11/21/2013 08:39 AM

**From:** bncrtn@noticingcenter.com ←

**To:** YourEmailAddress@emailprovider.com

You will receive an email from this address. Please add it to your safe-sender/contact list. **DO NOT** reply or send emails to this address; it is a notification-only email account.

### (IMMEDIATE ACTION REQUESTED)

Your electronic noticing account has been updated by the court. Your account number is 12345. To confirm your electronic noticing account changes, select the link below. If you do not wish to have updates made to your electronic noticing account, simply delete this message without further action.

[Confirm account changes!](#) ←

Your DeBN account number will be referenced here. This is **NOT** the same as your bankruptcy case number.

### Your previous account information:

Name: DEBTOR SAMPLE

Address: 600 E. Monroe Street, Room 226, Springfield, IL 62701

Email Address: YourOldEmailAddress@emailprovider.com

You **MUST** click this link to confirm the changes to your DeBN account. If you do not confirm the changes, then your name and/or address in your bankruptcy case will not match your DeBN account, and court notices/orders will be sent to you via U.S. mail, instead of email.

### Your updated account information:

Name: DEBTOR SAMPLE

Address: 600 E. Monroe Street, Springfield, IL 62701

Email Address: YourNewEmailAddress@emailprovider.com

This is an automatically-generated email. Please do not reply to this email. If you have any questions regarding electronic noticing, please contact the court.

Sincerely,  
The Bankruptcy Noticing Center