

**UNITED STATES BANKRUPTCY APPELLATE PANEL
FOR THE FIRST CIRCUIT**

In re: _____

Name of Debtor

BAP Case No. _____

ELECTION TO FILE COURT DOCUMENTS BY EMAIL

Each unrepresented litigant and each attorney exempted from mandatory filing via the BAP's CM/ECF System, must file a separate *Election to File Court Documents by Email* form. Refer to Amended General Order No. 2 for information regarding electronic filing.

I, (insert name) _____ elect to file documents with the United States Bankruptcy Appellate Panel for the First Circuit ("BAP") in this appeal by email using the dedicated email filing address: bap01_prose_filings@ca1.uscourts.gov.

In support of this Election, I represent that:

(Check the box that applies to you)

- ☐ I am a party in this appeal and I am not represented by an attorney.
- ☐ I am an attorney who is exempt from mandatory filing via the BAP's CM/ECF System in this appeal.

1. I understand that all documents I send by email must be in Portable Document Format ("PDF") and include a signature in compliance with Federal Rule of Bankruptcy Procedure 9011(a). Use of the BAP's dedicated email filing address has the same effect as signing a paper document filed with the Court.
2. I authorize the BAP Clerk to docket the document(s) in the BAP's Electronic Case Management/Electronic Case Filing ("CM/ECF") System.
3. I understand that documents submitted by email will be deemed filed on the BAP's docket on the date appearing on the email sent to the BAP's designated email filing address.
4. I consent to receive email service of all documents in this appeal at the email address I have provided below in this *Election to File Court Documents by Email* form and I understand that I will not receive copies of such documents by U.S. Mail.
5. I agree to promptly file with the BAP a statement of any change in email address.

6. I understand that submitting documents for filing by email is a privilege that can be revoked at any time and for any reason at the sole discretion of the BAP.

7. I agree to comply with all the requirements of Amended General Order No. 2.

Please complete the following. When completed, convert this document to PDF and email it to: bap01_prose_filings@ca1.uscourts.gov. If you have questions on how to convert the document to PDF, please contact the BAP Clerk's Office at (617) 748-9650.

By: _____
Signature

Name: _____
(Print)

Mailing Address: _____

City: _____

State: _____ Zip Code: _____

Telephone: _____

Email: _____

If you are an attorney who is exempt from the mandatory CM/ECF filing requirement, we require this additional information:

Name of party I represent: _____

Party designation (appellant, appellee): _____