



U.S. Bankruptcy Court Western District of Oklahoma

LIMITED PARTICIPANT APPLICATION FOR ACCESS

This form shall be used to register for Access on the Court's CM/ECF system for the **limited purposes** of filing proofs of claim, notice requests, withdrawal of claims, transfers of claims, reaffirmation agreements along with other events. Company/Firm Name, as used in this agreement, is the name of the entity for which the Limited Participant is authorized to act as employee or agent in accordance with the Administrative Guidelines for CM/ECF as adopted by the Court.

NAME: _____
Last _____ First _____ MI _____

FIRM/COMPANY NAME: _____

MAILING ADDRESS: _____
(For Firm/Company)

PHONE: _____ FAX: _____

ECF EMAIL ADDRESS: _____

OTHER FIRM/COMPANY CONTACT INFORMATION:

NAME: _____
Last _____ First _____ MI _____

PHONE: _____ FAX: _____

EMAIL ADDRESS: _____

NAME: _____
Last _____ First _____ MI _____

PHONE: _____ FAX: _____

EMAIL ADDRESS: _____

I declare, under penalty of perjury:

1. I am employed by the company or firm listed above.
2. I am authorized by my employer to file documents on behalf of my employer.
3. I understand that use of my PACER login and password to file any pleading or document in the U.S. Bankruptcy Court for the Western District of Oklahoma's ECF system constitutes my signature on that document for all purposes as authorized and required by law, including, without limitation, the United States Code, Federal Rules of Civil Procedure, Federal Rules of Bankruptcy Procedure, Federal Rules of Criminal Procedure, local court rules and guidelines, and any other applicable law. The electronic signature shall have the same force and effect as if I had affixed my signature to a paper document.
4. I confirm that the Company/Firm named above, through its authorized officers, directors, and agents, understands that the use of a Limited Participant PACER login and password to file a document in a bankruptcy case or proceeding in the U.S. Bankruptcy Court for the Western District of Oklahoma constitutes an act on behalf of the Company/Firm under the U.S. Code, the Federal Rules of Bankruptcy Procedure, and applicable non bankruptcy law.

In consideration for being allowed to file electronically with the U.S. Bankruptcy Court for the Western District of Oklahoma, I understand and agree to the following provisions:

1. I will abide by all orders, rules, and administrative procedures adopted by the United States Bankruptcy Court for the Western District of Oklahoma.
2. I understand that the Court's CM/ECF system is a restricted website for official court business only. Unauthorized entry or use, or any use that attempts to circumvent access controls or the PACER billing processes is prohibited and subject to prosecution. Prohibited usage may result in sanctions including withdrawal of my login and referral for criminal prosecution.
3. I will make all reasonable efforts to protect the confidentiality of my PACER login and password. If my PACER login and password are used by anyone other than myself, I am responsible for the use.
4. I will immediately change my PACER password and notify the Court Clerk of the U.S. Bankruptcy Court for the Western District of Oklahoma if I believe that my PACER login or password is compromised.

5. I agree to maintain in my records original signed copies of all pleadings filed electronically using my PACER login and password for a period of not less than one (1) year after the case or proceeding in which the documents have been filed has been closed by the Court.
 6. I agree to maintain an active email account for notice and service by electronic means. I agree to keep my contact information, including mailing address, telephone number, fax number, and email account information current in my PACER User account.
 7. I am certified as a limited participant or user in good standing in the following Bankruptcy Courts:
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8. I acknowledge that consents and/or waivers made by execution of this application for access form shall remain in force and effect unless and until they are revoked in writing.
9. I understand that I must provide and maintain at my own expense necessary computer equipment, electronic connections, and a PACER account as prescribed by the Court to participate in CM/ECF.

Signature of Applicant

Date

Completed Limited Participant forms may be mailed, faxed, or emailed in PDF format to the Court at Trainers@okwb.uscourts.gov.

If you have questions about becoming a Limited Participant, please contact us at (405) 609-5700.