

United States Bankruptcy Courts
National Creditor Registration Service (NCRS)

CHANGE FORM FOR EXISTING CREDITOR REGISTRATION OF PREFERRED ADDRESS

Subscriber Name: _____
 Contact Person: _____
 Phone Number: _____
 Email Address: _____

Subscriber wishes to modify the information it originally provided to the Bankruptcy Noticing Center (BNC) with the additions specified below.

As required by the existing Creditor Registration of Preferred Address, subscriber is sending these modifications to the BNC. Subscriber agrees that it is solely responsible for the accuracy of the information provided and that neither the BNC nor the Judiciary will be held responsible for any loss, damage or inconvenience caused as a result of any inaccuracy or error in the information submitted via this change form or attachment to this form.

Current PREFERRED ADDRESS INFORMATION	
Firm/Company OR Individual Name	
Preferred Address Line 1	
Preferred Address Line 2	
City, State, Zip	

New PREFERRED ADDRESS INFORMATION	
Firm/Company OR Individual Name	
Preferred Address Line 1	
Preferred Address Line 2	
City, State, Zip	

NAME AND ADDRESS VARIATIONS - Provide names and addresses EXACTLY as they appear on notices you currently receive from the bankruptcy courts. The following information will only be used by the BNC to determine when a notice should be readressed to the preferred name and address. Attach additional sheets if needed:

Names to be substituted with Preferred Address Information:	

Addresses to be substituted with Preferred Address Information (Include previous or incorrect address):		

I, the undersigned, am authorized to request the changes described on this form or any attachment to this form on behalf of the Subscriber. The information submitted on this form is true and correct.

Names of Individual: _____

Subscriber Company: _____

Title: _____

Signature: _____ Date: _____

Please email, mail, or fax the signed form to the BNC at:

BAE SYSTEMS - Attention BNC Dept.
 45479 Holiday Drive
 Sterling, VA 20166-9411
 Email: EBN@baesystems.com
 Fax: (571) 392-9103

For additional information, go to the NCRS webpage at NCRS.uscourts.gov or call the toll-free NCRS help line at 1-877-837-3424.