

## ATTORNEY CM/ECF INFORMATION UPDATE FORM

Please complete this form when any of the listed account information should be updated in the Court's records. This form will be used by the Court to change the information in the CM/ECF system.

**Important:** Completing this form does not negate the requirement to file a Notice of Change of Address in each active case, in order to notify other parties.

**Instructions:** 1) So that we may verify and update your account, please list the Primary Email Address to which the Court is currently sending your ECF Notices, which constitutes service under the Federal Rules:  
2) Complete all of the fields listed below. Place a checkmark next to the items being updated from previous court records.

|                          |  |                                     |
|--------------------------|--|-------------------------------------|
| Attorney Name:           |  | <input checked="" type="checkbox"/> |
| Oklahoma Bar Number:     |  | <input type="checkbox"/>            |
| Firm:                    |  | <input type="checkbox"/>            |
| Address:                 |  | <input type="checkbox"/>            |
|                          |  | <input type="checkbox"/>            |
| Phone Number:            |  | <input type="checkbox"/>            |
| Fax Number:              |  | <input type="checkbox"/>            |
| Primary Email Address:   |  | <input type="checkbox"/>            |
| Secondary Email Address: |  | <input type="checkbox"/>            |
| Comments:                |  |                                     |

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**Signature**

Fax completed form to: 918-684-7902  
Or mail completed form to: Clerk, U.S. District Court  
P.O. Box 607  
Muskogee, OK 74402  
Attn: Attorney Maintenance  
Or email completed form to: CM-ECFMail\_OKED@oked.uscourts.gov