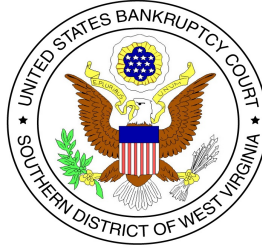


**UNITED STATES BANKRUPTCY COURT
SOUTHERN DISTRICT OF WEST VIRGINIA**

ROBERT C. BYRD U. S. COURTHOUSE
300 VIRGINIA STREET EAST, ROOM 3200
CHARLESTON, WEST VIRGINIA 25301



MARGARET JO PROOPS
Clerk of Court

Telephone: 304-347-3003
Fax: 304-347-3018

April 14, 2011

To: Bankruptcy Bar and Public

Effective May 1, 2011, the Bankruptcy Court for the Southern District of West Virginia will revise the schedule at its divisional Clerk's Office located in the Federal Courthouse, Parkersburg, West Virginia, at the address below. Budget constraints have made the change necessary at this time.

**United States Bankruptcy Court
Southern District of West Virginia**
Federal Courthouse
425 Juliana Street, Room 5116
Parkersburg, West Virginia 26101
Phone (304) 420-6021
FAX (304) 420-6031

Services will be available in Parkersburg from 9:00 a.m. to 4:00 p.m. on days that the Bankruptcy Court conducts hearings in Parkersburg and on days when meetings of creditors are scheduled to be held in Parkersburg. The office will be closed for lunch from 1:30 p.m. to 2:00 p.m.

Documents that are not filed electronically may be filed by delivering them in person to the Parkersburg Bankruptcy Clerk's Office during regular business hours. Documents that are being filed by mail should not be mailed to the Parkersburg Office, but should be mailed to the Bankruptcy Clerk's main office in Charleston at the Robert C. Byrd U.S. Courthouse, 300 Virginia Street East, Room 3200, Charleston, West Virginia, 25301. For additional information, please contact the Clerk's Office at (304) 347-3003.