

U.S. Bankruptcy Court
Eastern District of Missouri

General Information Regarding Temporary Public Service Counter Closure

Pursuant to the standing order entered in this District on March 23, 2020, the Bankruptcy Court's public service counter at the Thomas F. Eagleton Courthouse will be closed until further notice. Accordingly, the Court will not have personnel staffing the public counter. Information on how to file with and contact the Court during this closure is stated below.

Instructions for Filing

The Bankruptcy Court will still accept pleadings with original signatures (not copies) and payments from *pro se* parties by mail or our temporary drop box. Please include your full name, address, phone number, and email address with the papers or payment you file. Your contact information will allow Court personnel to contact you if we need further information.

For any pleadings requiring a fee, please include cashier's check or money order in the exact amount of the filing fee. For cashier's check or money order, please make payable to: Clerk, U.S. Bankruptcy Court. **Do not submit cash via the mail or drop box.**

Mail pleadings to:

U.S. Bankruptcy Court, Eastern District of Missouri
111 S. 10th Street, 4th Floor
St. Louis, Missouri 63102

Deposit pleadings in person to:

U.S. Bankruptcy Court temporarily maintains a drop box located near the western entrance of the Thomas F. Eagleton Courthouse on 11th Street. Please stamp pleadings and payments prior to depositing in the drop box using the clock stamp provided.

Note: CM/ECF registered users are reminded that, unless otherwise limited by these procedures, local rules, or other order of the court, all pleadings, documents (including attachments and exhibits) and other papers are to be filed electronically through the CM/ECF system pursuant to Local Rule 5005(A).

Contact the Bankruptcy Court

You may contact the Bankruptcy Court between 8:30 am–4:30 pm at: (314) 244-4500.

You may send inquiries electronically via the Court's website at:

<https://www.moeb.uscourts.gov/contact>

Additional information may be found on the Court's website at: <https://www.moeb.uscourts.gov>