

09-UNITED STATES BANKRUPTCY COURT  
NORTHERN DISTRICT OF TEXAS  
OFFICE OF THE CLERK

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August 17, 2009

**CLERK'S NOTICE 09-04**

**[Form Order Authorizing Employment Of Claims Agent](#)**

A new form [Order Authorizing Employment of Claims Agent \(BTXN 209\)](#) is available on our website for your use. This form order outlines the duties and responsibilities of a claims agent and should be uploaded when an application to employ a claims agent is filed. This will help ensure uniformity and address the requirements of the clerk's office and claims agent.

Questions regarding this notice should be directed to (214) 753-2600.

FOR THE COURT  
Tawana C. Marshall  
Clerk of Court