With the exception of scanned attachments to pleadings or electronic claims, The United States Bankruptcy Court for the Western District of Tennessee requires all filers to adhere to a thirty thousand byte (30K) limit per page in PDF files when submitted to the Court. (See *Amended Guidelines for Electronic Filing*, Guideline 21) To date, the Court has accepted PDF files larger than 30K per page and subsequently issued a deficiency notice to the filer.

Effective October 11, 2004, any proposed <u>order</u> submitted to the Court's ECF system in excess of 30K per page will **not** be accepted by the ECF system. If a user attempts to attach a PDF document in excess of 30K, the following message will appear:

Error! You are attempting to attach a 1 page document which has a file size of 47403 bytes.

The ECF Guidelines for The United States Bankruptcy Court for the Western District of Tennessee specify a 30K limit per page for submitted PDF documents (Guideline 21). Your file size should have been no larger than 30720 bytes for this 1 page document.

There may be various reasons for PDF documents exceeding 30K per page, including, but not limited to the following:

- documents may have been scanned instead of created and saved as native PDF files
- fonts may have been embedded unnecessarily within the PDF document

Please contact your software vendor for technical assistance in ensuring that your software is configured to comply with our guidelines, and resubmit your document.

The ECF Guidelines may be found at http://www.tnwb.uscourts.gov/pdfs/ECF/ECF guideline04.pdf

When presented with this message, the only option the user has is to use the 'back' button. Users should make every effort ensure that your PDF files adhere to the filing guidelines of this Court, so as to not unnecessarily delay the proper filing of your order(s).