

**FIFTH NOTICE REGARDING TELEPHONIC CHAPTER 7 § 341 MEETINGS IN
THE NORTHERN DISTRICT OF ILLINOIS – EASTERN DIVISION ONLY**

Issued August 19, 2020

By notice issued on June 12, 2020, the United States Trustee Program announced that all section 341 meetings for cases filed through **October 10, 2020**, will be telephonic or through other alternative means not requiring personal appearances. However, a trustee may request permission from the United States Trustee to conduct a *continued* meeting in-person if the circumstances warrant that course of action. This notice addresses the protocol for telephonic appearances for **chapter 7** section 341 meetings only. This Notice provides call-in information, and addresses options for verifying debtor identification. **Please read to the end, as clarifications have been made to the debtor identification process.**

This Notice provides call-in information for all chapter 7 section 341 meetings for the period from September 1, 2020 through November 30, 2020. A subsequent notice will be issued for cases with meetings scheduled for after November 30, 2020, if warranted.

During the section 341 meetings, Debtors should be prepared to identify their signatures on their petition and schedules. Attorneys should make sure that their clients are prepared to do so.

Attorneys and debtors may call in from separate locations. **Below are the methods of verifying debtor identification that are acceptable to the U.S. Trustee under the circumstances.**

I. Telephonic Meeting Call-In Information

To participate in a telephonic section 341 meeting, you must use the Call-In Number and Passcode assigned to your meeting date and trustee, as noted below. Please dial in five (5) minutes before your meeting time and mute your line until your meeting is called by the trustee. **Do not put your line on hold.**

Meeting Date	Trustee	Call-In Number	Debtor/Counsel Passcode
9/1/2020	Johnson	866-654-5711	5932337
9/2/2020	Martino	866-654-5711	5932337
9/2/2020	Paloian	877-953-9691	4948769
9/3/2020	Cohen	866-654-5711	5932337
9/8/2020	Kokoszka	866-654-5711	5932337
9/8/2020	Leibowitz	877-953-9691	4948769
9/8/2020	Szilagyi	866-836-3228	7434886
9/8/2020	Takada	866-704-2748	1689737

9/9/2020	Goodman	866-654-5711	5932337
9/9/2020	Moglia	877-953-9691	4948769
9/10/2020	Ebner	866-654-5711	5932337
9/10/2020	Goldstein	877-953-9691	4948769
9/10/2020	Stein	866-836-3228	7434886
9/11/2020	Levey	866-654-5711	5932337
9/14/2020	Herzog	866-654-5711	5932337
9/14/2020	Radtke	877-953-9691	4948769
9/14/2020	Helms	866-836-3228	7434886
9/15/2020	Fogel	866-654-5711	5932337
9/15/2020	Mason	877-953-9691	4948769
9/15/2020	Zielinski	866-836-3228	7434886
9/16/2020	Desmond	866-654-5711	5932337
9/16/2020	Steege	877-953-9691	4948769
9/17/2020	Newman	866-654-5711	5932337
9/18/2020	Peterson	Trustee will initiate calls in each case	rpeterston@jenner.com
9/21/2020	Krol	866-654-5711	5932337
9/22/2020	Metrou	866-654-5711	5932337
9/23/2020	Goodman CT	866-654-5711	5932337
9/24/2020	Alsterda	866-654-5711	5932337
9/24/2020	Gierum	877-953-9691	4948769
9/24/2020	Reid	866-836-3228	7434886
9/25/2020	Gecker	866-654-5711	5932337
9/25/2020	Radtke CT	866-836-3228	7434886
9/28/2020	Springer	866-654-5711	5932337
9/29/2020	Bodenstein	866-654-5711	5932337
9/30/2020	Levey	866-654-5711	5932337
10/1/2020	Cohen	866-654-5711	5932337
10/5/2020	Helms	866-654-5711	5932337
10/5/2020	Herzog	877-953-9691	4948769
10/5/2020	Radtke	866-836-3228	7434886
10/6/2020	Goodman	866-654-5711	5932337
10/6/2020	Moglia	877-953-9691	4948769
10/6/2020	Takada	866-836-3228	7434886
10/7/2020	Martino	866-654-5711	5932337
10/7/2020	Paloian	877-953-9691	4948769
10/8/2020	Steege	866-654-5711	5932337
10/13/2020	Fogel	866-654-5711	5932337
10/13/2020	Kokoszka	877-953-9691	4948769
10/13/2020	Szilagyi	866-836-3228	7434886
10/13/2020	Zielinski	866-704-2748	1689737
10/14/2020	Desmond	866-654-5711	5932337

10/14/2020	Leibowitz	877-953-9691	4948769
10/15/2020	Goldstein	866-654-5711	5932337
10/15/2020	Mason	877-953-9691	4948769
10/15/2020	Newman	888-920-6986	4167855
10/16/2020	Radtke CT	866-836-3228	7434886
10/19/2020	Krol	866-654-5711	5932337
10/20/2020	Goodman CT	866-654-5711	5932337
10/20/2020	Metrou	877-953-9691	4948769
10/21/2020	Goodman CT	866-654-5711	5932337
10/22/2020	Ebner	866-654-5711	5932337
10/22/2020	Reid	877-953-9691	4948769
10/23/2020	Gecker	866-654-5711	5932337
10/23/2020	Gierum	877-953-9691	4948769
10/26/2020	Springer	866-654-5711	5932337
10/27/2020	Johnson	866-654-5711	5932337
10/27/2020	Stein	877-953-9691	4948769
10/28/2020	Bodenstein	866-654-5711	5932337
10/29/2020	Alsterda	866-654-5711	5932337
10/30/2020	Levey	866-654-5711	5932337
11/02/2020	Herzog	866-654-5711	5932337
11/02/2020	Kokoszka	877-953-9691	4948769
11/03/2020	Leibowitz	866-654-5711	5932337
11/03/2020	Moglia	877-953-9691	4948769
11/04/2020	Martino	866-654-5711	5932337
11/04/2020	Paloian	877-953-9691	4948769
11/05/2020	Cohen	866-654-5711	5932337
11/05/2020	Goodman	877-953-9691	4948769
11/6/2020	Levey	866-654-5711	5932337
11/9/2020	Helms	866-654-5711	5932337
11/9/2020	Radtke	877-953-9691	4948769
11/10/2020	Mason	866-654-5711	5932337
11/10/2020	Stein	877-953-9691	4948769
11/10/2020	Takada	866-836-3228	7434886
11/12/2020	Ebner	866-654-5711	5932337
11/12/2020	Goldstein	877-953-9691	4948769
11/12/2020	Goodman CT	866-836-3228	7434886
11/12/2020	Newman	866-704-2748	1689737
11/13/2020	Newman	866-654-5711	5932337
11/13/2020	Bodenstein	866-836-3228	7434886
11/16/2020	Krol	866-654-5711	5932337
11/16/2020	Szilagyi	877-953-9691	4948769
11/17/2020	Fogel	866-654-5711	5932337
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11/18/2020	Desmond	866-654-5711	5932337
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11/20/2020	Gecker	866-654-5711	5932337
11/20/2020	Steege	877-953-9691	4948769
11/20/2020	Radtke CT	866-836-3228	7434886
11/23/2020	Springer	866-654-5711	5932337
11/24/2020	Johnson	866-836-3228	7434886
11/30/2020	Kokoszka	866-654-5711	5932337

II. Debtor Identification

There are multiple methods of verifying debtor identification that are acceptable to the U.S. Trustee under these circumstances.

A. Counsel verifies debtor's appearance and identity at or just prior to meeting of creditors

Step 1: Prior to the 341, the debtor provides counsel with a photo ID and proof of the debtors' social security number.

Step 2: Counsel verifies the debtor's ID and social security number by meeting with the debtor in person for the 341, or alternatively, during or just prior to the meeting confirms the debtor's ID and social security number *via* independent video with debtor such as Skype, Facetime, Teams, etc. Counsel performing this verification must be the counsel appearing on behalf of the debtor at the 341 meeting.

Step 3: During the 341 meeting, counsel will be responsible for verifying *on the record* that the photo ID presented matches the person testifying at the 341 and that the debtors' social security number matches the number indicated on the petition.

Step 4: Copies of both identifying documents will be emailed or faxed to the trustees, ideally prior to the meeting.

**If this method is used, use of the Counsel and Debtor Verification form is not required.*

B. Debtor provides verified Identification Documents after meeting of creditors

Trustee will conduct the meeting but continue it to a later date so that the debtor can provide the required Identification Documents to confirm their identity.

The trustee may allow the debtor to present the required Identification Documents before the next scheduled meeting.

Debtor may provide Identifying Documents before the next scheduled meeting through either (i) submission to the Trustee of the *Counsel and Debtor Verification* form (see below), or (ii) in same manner as *pro se* debtors (below).

Use of the *Counsel and Debtor Verification* form: Counsel will verify debtor identification by providing an attached verified statement to the trustee wherein: (i) counsel verifies under oath that debtor provided the Identification Documents to counsel, (ii) the debtor verifies under oath that they attended the meeting of creditors, and (iii) a copy of the Identification Documents is attached to the *Counsel and Debtor Verification* submitted to the trustee.

C. *Pro se* debtor verification through Notary Public or other appropriate official

A debtor may provide the attached verified statement signed by both debtor(s) and a Notary Public or other noted official.

A copy of the Identification Documents is attached to the verified statement, containing a signature of the Notary Public.

**THE DECLARATION CONFIRMING IDENTITY AND
SOCIAL SECURITY NUMBER FORM IS ATTACHED BELOW**

DECLARATION CONFIRMING IDENTITY AND SOCIAL SECURITY NUMBER

In re: (Debtor's Name) _____ (to be completed by debtor)

Bankruptcy Case No. _____ (to be completed by debtor)

Date of § 341(a) meeting of creditors: _____ (to be completed by debtor)

I declare as follows:

- 1) My name is: _____
(Print or type)
- 2) My _____ work _____ address
is: _____
- 3) My work telephone number is: (____) _____
- 4) I am Debtor's counsel, or alternatively, I am a person authorized to administer oaths in the State of _____, by virtue of the following fact:
____ I am a notary
____ I am a court reporter
____ I am a judicial officer
____ I am authorized to give an oath under the Code of Military Justice
____ Other: _____
(Give title and **legal authority** for power to administer oath)
- 5) I personally verified the identity of the debtor by checking his/her original photo identification:
____ Drivers License (State & number) _____
____ State Identification (State & number) _____
____ Passport (Country, number, expiration date) _____
____ Military Identification (Branch & ID number) _____
____ Other (describe) _____

- 6) I personally inspected the following original document as proof of the debtor's social security number and orally confirmed it with the trustee:

_____ Social Security Card
_____ Social Security Administration Statement
_____ W-2 Form
_____ Recent Payroll Stub
_____ Employer's Health Card or Medical Insurance Card
_____ Other (specify) _____

- 7) Attached is a copy of the documents examined **(to which I attached my initials or signature)**.

In accordance with 28 U.S.C. § 1746, I declare under penalty of perjury that the foregoing is true and correct. Executed this _____ day of _____, _____, in

_____, _____.
(Date) (Month) (Year) (City)
(State)

Signature of Person Verifying Identity and Social Security Number

- 8) I personally appeared at the § 341(a) meeting of creditors on the date noted above.

In accordance with 28 U.S.C. § 1746, I declare under penalty of perjury that the foregoing is true and correct. Executed this _____ day of _____, _____, in

_____, _____.
(Date) (Month) (Year) (City) (State)

Signature(s) of Debtor(s)

Signature(s) of Debtor(s)