

AMENDED NOTICE
FROM THE OFFICE OF THE UNITED STATES TRUSTEE
REGARDING THE RESCHEDULING OF SECTION 341 MEETINGS
IN THE WESTERN DISTRICT OF MISSOURI

On March 16, 2020, the Office of the United States Trustee issued a Notice that all in-person section 341 meetings were continued to a later date, unless telephonic or other alternative means of conducting the meeting were arranged which did not require personal appearance by the debtor.

The United States Trustee has made arrangements for section 341 meetings to proceed telephonically. Below are information and instructions on participating in telephonic 341 meetings. Notices will be sent with specific call-in numbers for each 341 docket.

1. VERIFICATION OF DEBTOR IDENTIFICATION:

a. For cases where debtor does not have an attorney:

- The debtor shall copy, scan, or take a picture of their valid ID and proof of SSN and mail or e-mail the docs to the assigned trustee before the 341 meeting.
- During the meeting, the debtor should confirm on the record that they sent the trustee a copy of their valid ID and proof of their SSN. The trustee will then confirm on the record his/her review of the debtor's ID, that the ID sent matches the name on the petition, and the verification of the debtor's SSN and that it matches what was reported on the debtor's statement of SSN.

b. For cases where debtor has an attorney the debtor shall copy, scan, or take a picture of their valid ID and proof of SSN and mail or e-mail the docs to their attorney, who will in turn provide them to the trustee, before the 341 meeting.

If the trustee is not able to confirm all of the debtor(s)' ID or SSN, the meeting will be continued. The trustee may verify the ID or SSN prior to the continued meeting and excuse debtor's appearance but make a record of such at the continued meeting. The trustee may request additional forms of verification or statements from the debtors.

2. TELEPHONE GUIDELINES:

Guidelines for dialing into the Section 341 meeting:

- (1) Dial the call-in number followed by the seven-digit passcode and # sign.
- (2) Use a landline phone, if possible. Avoid using a cell phone.
- (3) Do not use speaker phone.
- (4) Make the call from a quiet area where background noise is minimal.
- (5) Wait until the trustee calls your case before speaking as more than one case will be held during the docket.
- (6) Keep the phone muted until the trustee calls your case.
- (7) Identify yourself when speaking during your case. Speak loudly so your voice can be heard on the recording.
- (8) Do not place the phone on hold at any time.
- (9) If any party attends the meeting from the same location as another party, use separate phones to participate.
- (10) Once the meeting for your case is finished, please hang up.

3. BANKRUPTCY DOCUMENTS:

Debtors should be prepared and have copies of documents on which they can reasonably expect to be examined (petition, schedules, statement of financial affairs, tax returns, etc.) or any documents the trustee has indicated in advance that debtors should have available for questioning.

NOTICE FROM THE OFFICE OF UNITED STATES TRUSTEE
INSTRUCTIONS AND INFORMATION
FOR PARTICIPATION IN TELEPHONIC SECTION 341 MEETINGS
IN THE WESTERN DISTRICT OF MISSOURI

Bankruptcy Chapter	Normal 341 Location	Presiding Trustee	Call In Information
Chapter 7	Kansas City	Eric L. Johnson	Conference Line: 1-866-919-0946 Participant Code: 7693863
Chapter 7	Kansas City	Jill D. Olsen	Conference Line: 1-877-939-5816 Participant Code: 5737226
Chapter 7	Kansas City	Janice E. Stanton	Conference Line: 1-877-646-6078 Participant Code: 3831522
Chapter 7	Kansas City	Victor F. Weber	Conference Line: 1-877-916-4863 Participant Code: 6842274
Chapter 7	Jefferson City	Janice A. Harder	Conference Line: 1-877-915-7453 Participant Code: 8360753
Chapter 7	Jefferson City	John C. Reed	Conference Line: 1-877-563-3796 Participant Code: 7856046
Chapter 7	Springfield	Fred C. Moon	Conference Line: 1-888-522-8603 Participant Code: 3564652
Chapter 7	Springfield	J. Kevin Checkett	Conference Line: 1-877-329-3045 Participant Code: 4716060
Chapter 7	Carthage	Patricia A. Brown	Conference Line: 1-877-912-6104 Participant Code: 3002097
Chapter 7	Carthage	Norman E. Rouse	Conference Line: 1-877-930-4773 Participant Code: 3965836
Chapter 7	St. Joseph and/or Kansas City	Bruce E. Strauss	Conference Line: 1-877-805-0662 Participant Code: 1688632
Chapter 13	All	Richard V. Fink	Conference Line: 1-866-421-8737 Participant Code: 4239461 [OR] Conference Line: 1-877-772-0889 Participant Code: 2739207
Chapter 11	All	Office of U.S. Trustee	Conference Line: 1-877-931-2506 Participant Code: 3232936
Chapter 12	All	Richard V. Fink	Conference Line: 1-877-772-0889 Participant Code: 2739207

Identification Procedures - Debtors should provide copies of their photo identification and proof of Social Security number to the presiding trustee prior to the start of the section 341 meeting. Copies may be provided through debtor's counsel or directly to the presiding trustee if unrepresented. If such proof has not been provided, the 341 meeting will be continued until the trustee has received proof of identification.

Preparation for the Call:

- Use a landline to avoid interruptions and background noise. Avoid using a cell phone, if possible.
- Each call will have multiple cases; after connecting to the call please place your phone on mute and wait until your case is called before speaking.
- When your case is called, please speak clearly and loudly as the meeting is being recorded.
- Debtors should be prepared and have copies of documents on which they can reasonably expect to be examined (petition, schedules, statement of financial affairs, tax returns, etc.) or any documents the trustee has indicated in advance that debtors should have available for questioning.