

**PROCEDURE FOR REQUESTING THE UNITED STATES TRUSTEE TO
RESCHEDULE §341(a) MEETINGS OF CREDITORS IN CHAPTER 7 AND 11 CASES**

In furtherance of the duties imposed on the United States Trustee under the Bankruptcy Code (“Code”) (11 U.S.C. §101 *et. seq.*) and 28 U.S.C. §586, the United States Trustee, Region 5, herein promulgates the following procedures for requesting the rescheduling of §341(a) meetings of creditors in Chapter 7 and 11 cases (hereinafter referred to as “the request”).

The request must be made in writing to the Office of the United States Trustee using the Region 5 request to reschedule form. The request must set forth specific reasons supporting the need to reschedule the meeting and should have attached any supporting documentation, including notes from the debtor’s physician, notices of any previously scheduled court hearing, etc.

If the request to reschedule is granted, the requesting party must provide written or electronic notice of the rescheduling to all parties of interest and file a certificate of service certifying that the notice was sent. If the request to reschedule is approved and is within 10 days of the meeting date, the requesting party must give telephonic notice to all parties of interest that the meeting will be rescheduled and that a written notice will be sent advising a new date. The certificate of service must include a statement verifying that telephonic notice was given.

The Region 5 request to reschedule form contains a consent to the automatic extension of the time periods for filing complaints objecting to discharge, an extension of time for filing motions to dismiss for abuse and extension fo time for filing objections to exemptions.

All requests for rescheduling in Chapter 13 cases are to be sent to the Chapter 13 standing trustee assigned to the case.

DO NOT SUBMIT THIS FORM TO THE CLERK’S OFFICE