

## PROCEDURE FOR RESCHEDULING 341 MEETINGS

The procedure will work as follows:

- The request for rescheduling is to be made at least seven (7) days prior to the 341 meeting, except in emergency or extraordinary circumstances<sup>1</sup>. That request will be made either to both Ms. Barkley and Jeff Collier via email ([lbarkley@barkley13.com](mailto:lbarkley@barkley13.com) and [jcollier@barkley13.com](mailto:jcollier@barkley13.com)). It should include any supporting documents, as necessary.
- You will receive a reply which includes the reset date and the new objection deadline.
- You will create the Notice of Rescheduled 341(a) Meeting and attach to it the creditor matrix.
- It must be filed with the court and served upon the creditors.
- If it is not filed and noticed, then the meeting will not be rescheduled despite you being given a date by our office as stated above.

Updated: September 28, 2011

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<sup>1</sup> A conflicting court date in another court is neither an emergency nor extraordinary, unless the conflicting court appearance was scheduled within the seven (7) day period by the other court. A notice or order of hearing must be provided either way. The inability of the debtor to take off from work is neither an emergency nor extraordinary. The debtor received notice of the 341 meeting in ample time to request time off from work.

