

NOTICE FROM THE OFFICE OF THE UNITED STATES TRUSTEE
REGARDING THE RESCHEDULING OF SECTION 341 MEETINGS
IN THE EASTERN AND WESTERN
DISTRICTS OF ARKANSAS

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 after April 30, 2020.

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 scheduling the 341 meetings with a link to the information and instructions on participating in the telephonic 341 meetings.

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 U.S. TRUSTEE
INSTRUCTIONS AND INFORMATION
FOR PARTICIPATION IN TELEPHONIC SECTION 341 MEETINGS OF CREDITORS
IN THE U.S. BANKRUPTCY COURT FOR THE EASTERN AND WESTERN DISTRICTS OF ARKANSAS

Bankruptcy Chapter	Normal 341 Location	Presiding Trustees	Call In Information
Chapter 7	Central Hot Springs	Richard L. Cox	Conference Line: 1-877-771-5684 Participant Code: 3173185
Chapter 7	Central Hot Springs	James F. Dowden	Conference Line: 1-877-572-1645 Participant Code: 8909611
Chapter 7	Fort Smith	R. Ray Fulmer	Conference Line: 1-877-596-8138 Participant Code: 6138655
Chapter 7	Northern Fort Smith Delta	Hamilton M. Mitchell	Conference Line: 1-877-915-4975 Participant Code: 1176945
Chapter 7	Northern Delta	Lance Owens	Conference Line: 1-877-950-3014 Participant Code: 2747570
Chapter 7	Central El Dorado	Randy Rice	Conference Line: 1-877-518-8213 Participant Code: 3562845
Chapter 7	Fayetteville/ Harrison	Bianca Rucker	Conference Line: 1-888-567-7138 Participant Code: 9171517
Chapter 7	Central Hot Springs	Frederick S. Wetzel, III	Conference Line: 1-888-530-3918 Participant Code: 8889494
Chapter 7	Central Texarkana	Renee S. Williams	Conference Line: 1-888-200-9679 Participant Code: 9350058
Chapter 13	Central Fort Smith Fayetteville/ Harrison	Joyce Bradley Babin	Conference Line: 1-877-694-8061 Participant Code: 5202809 [even numbered cases] [OR] Conference Line: 1-877-953-5412 Participant Code: 6692958 [odd numbered cases]
Chapter 13	Central El Dorado Hot Springs Texarkana	Jack W. Gooding	Conference Line: 1-877-988-6627 Participant Code: 3840362 [even numbered cases] [OR] Conference Line: 1-877-921-0644 Participant Code: 4852474 [odd numbered cases]
Chapter 13	Central Northern Delta	Mark McCarty	Conference Line: 1-877-951-7471 Participant Code: 4545532 [even numbered cases] [OR] Conference Line: 1-877-692-1036 Participant Code: 7210329 [odd numbered cases]
Chapter 11	All	Office of U.S. Trustee	Conference Line: 1-877-692-9014 Participant Code: 7824009
Chapter 12	All	Renee S. Williams	Conference Line: 1-888-200-9679 Participant Code: 9350058

To connect to the 341 meeting, call the conference line number for the assigned case trustee then enter the numeric participant passcode followed by a # sign.

For Chapter 13 cases in the Central Division, cases that end in an even number should call the first-listed number, cases that end in an odd number should call the second-listed number.

For Babin Chapter 13 cases in the Fayetteville/Harrison Division, cases that end in an even number should call the first-listed number, cases that end in an odd number should call the second-listed number.

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.
- 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.