

## **PROCEDURES FOR REQUESTING RESCHEDULED MEETINGS OF CREDITORS**

### **To Reschedule a Chapter 7 341(a) Meeting:**

**Requests to Reschedule Prior to Meeting.** Requests to reschedule a meeting of creditors before the assigned meeting must be made with the U.S. Trustee's office not with the Bankruptcy Court. The original request must be mailed to the Office of the United States Trustee at 400 Poydras Street, Suite 2110, New Orleans, LA 70130. A copy may be faxed or e-mailed to the U.S. Trustee, also. The fax number is 504-589-4096. The e-mail address is [donna.mcfatter@usdoj.gov](mailto:donna.mcfatter@usdoj.gov). If sending by e-mail please type "Request to Reschedule" in the subject line of the e-mail or it may not be opened. The request must set forth specific reasons supporting the need to reschedule the meeting and should have attached any support documentation, including notes from the debtor's physician, notices of any previously scheduled court hearing, etc. Included below is the form to be submitted along with a self addressed stamped envelope. **Please note that the request contains a consent to the extension of the deadline for filing complaints objecting to the discharge, an extension of time for filing motions to dismiss for substantial abuse and extension of time for filing objections to exemptions.** The U.S. Trustee will file its decision in the record of the bankruptcy case.

**Requests to Reschedule After Meeting.** If debtor or counsel fails to attend the meeting of creditors as scheduled, the meeting can be refixed only upon motion filed with the Court, and served upon the trustee and the U.S. Trustee, which shall recite and contain (a) the reasons for the failure to attend the meeting; (b) that the debtor consents to the extension of all deadlines; and (c) if applicable, the debtor's verification for the reasons for failure to attend the meeting.

**See Form Attached**

**Office of the United States Trustee  
Region 5, Districts of Louisiana and Mississippi**

In re:

Case Number:

Debtor(s)

Chapter 7 / 11

**REQUEST TO RESCHEDULE §341(a) MEETING OF CREDITORS  
AND CONSENT TO EXTEND DEADLINES**

Debtor(s) in the above-captioned case, by the undersigned, state that the §341(a) meeting of creditors is presently scheduled for \_\_\_\_\_ at \_\_\_\_\_ o'clock \_\_\_\_\_.

Debtor(s) request that the §341(a) meeting of creditors be rescheduled to a later date for the following reason(s):

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Through this Request to Reschedule, debtor(s) consent to the entry of an order extending deadlines as set out below, and agree to provide to all parties in interest the notice of said order.

- (1) extending the bar date for filing §523(c)/§727 complaints to sixty (60) days after the conclusion of the §341 (a) meeting of creditors;
- (2) extending the time for filing motions for dismissal for substantial abuse to sixty (60) days after the conclusion of the §341(a) meeting of creditors;
- (3) extending the time for filing objections to claims of exemptions to thirty (30) days after the conclusion of the §341(a) meeting of creditors.

DATE: \_\_\_\_\_

\_\_\_\_\_  
Debtor or Debtor's Counsel

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Please attach any documents supporting this request.