

Re: Telephonic 341 Hearing date @ time [Case name & no.] Chapter ____

Mr./Ms. _____:

Per our discussion, attached is a copy of the telephonic 341 Declaration of Oath form to be completed by a notary or other official at the time of the 341 meeting on _____. The Debtor should be able to participate in his 341 meeting telephonically by sitting in the office [i.e., of his case manager], who in turn administers the oath, confirms the identity, and fills out the declaration form.

Please provide us with a phone number where [The Trustee] will be able to reach the Debtor at the time of the 341 meeting.