



U.S. Department of Justice

*Office of the United States Trustee
District of South Carolina*

*1835 Assembly Street, Suite 953
Columbia, South Carolina 29201*

*(803) 765-5250
Fax: (803) 765-5260*

(date)

(debtor's address)

Re: (case name)
Chapter 11 Case No: 1

Dear :

The United States Trustee (UST) has been notified of the (date) filing of the above-referenced case under chapter 11 of the Bankruptcy Code and subsequent transfer of venue to the District of South Carolina.

Pursuant to our responsibilities under 28 U.S.C. § 586, the UST conducts an initial debtor interview (IDI), generally, by telephone, with each debtor filing under chapter 11. By separate communication, we have asked your attorney to contact us within the next week to arrange a date and time for the IDI.

A copy of the operating guidelines and reporting requirements for chapter 11 debtors-in-possession are available on our website at http://www.justice.gov/ust/r04/reg_info.htm. Please download and review the guidelines carefully prior to the IDI. We will be pleased to discuss any questions you may have at the IDI.

Sincerely,

Julie C. Smoak

Julie C. Smoak
Bankruptcy Analyst