 **U.S. Department of Justice**

 *Office of the United States Trustee*

 *Western District of Kentucky*

601 W. Broadway, Suite 512 Phone: (502) 582-6000

Louisville, Kentucky 40202 Fax: (502) 582-6147

Click here to enter a date.

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Re: Debtor Name(s) Case No.: YY-#####-abc

Dear Creditor:

The above-named debtor(s) filed a voluntary petition for relief under Chapter 11 of the Bankruptcy Code. Section 1102(b) of the Bankruptcy Code authorizes the United States Trustee to appoint an Official Committee of Unsecured Creditors (“Committee”), and the petition or other sources of information indicate that you may be eligible for appointment to the Committee in this case. The Committee represents the interests, and acts on behalf, of all unsecured creditors.

**If you wish to be considered for membership on the Committee, please complete the enclosed Questionnaire and return it to the Office of the United States Trustee within 10 days from the date of this letter.** Return of the questionnaire, however, does not guaranty appointment to the Committee.

Under the Bankruptcy Code, the Committee has the right to demand that the debtor consult with the Committee before making major decisions or changes, to request the appointment of a trustee or examiner, to participate in the formation of a plan, and in some cases, to propose its own plan for the debtor. The Committee is authorized to select and employ an attorney and other professionals, subject to court approval. The Committee’s professional fees and its members’ actual expenses may be paid from available assets of the bankruptcy estate after court approval.

The Committee performs a vital role in Chapter 11 cases, and we hope that you will choose to participate. If a sufficient number of creditors do not elect to serve on the Committee, a Committee may not be formed and creditors’ rights may go unexercised.

Very truly yours,

Paul A. Randolph

United States Trustee

By:

Attorney Name

AUST/Trial Attorney

Enclosures