



U.S. Department of Justice

United States Trustee, Region 15  
 Southern District of California, Hawaii  
 Guam and Northern Mariana Islands

880 Front Street (619) 557-5013  
 Suite 3230 Fax (619) 557-5339  
 San Diego, California 92101

**STATUS OF THE UNITED STATES TRUSTEE  
 OPERATING AND REPORTING REQUIREMENTS  
 FOR A DEBTOR-IN-POSSESSION**

In re: Debtor's Name  
 Case No: 0

The Debtor-In-Possession ("DIP") shall comply with all provisions of the United States Trustee Operating and Reporting Requirements for Chapter 11 Cases, unless waived below as indicated by the initials of the auditor assigned to the case. The United States Trustee may reinstate provisions that have been previously waived by providing written notice to Debtor.

	Need	Received	Waived	
A.	✓	_____	_____	Proof of appropriate insurance coverage:
B.	✓	_____	_____	Closing of pre-petition bank accounts:
C.(a)	✓	_____	_____	General DIP bank account:
D.(a)	✓	_____	_____	Payroll DIP bank account:
E.(a)	✓	_____	_____	Tax DIP bank account:
F.	✓	_____	_____	Last two (2) income tax returns filed:
G.	✓	_____	_____	Real Property Questionnaires:
H.	✓	_____	_____	Projected 90-day Cash Receipts and Disbursements:
I.	✓	_____	_____	Physical inventory (including merchandise and property):
J.	✓	_____	_____	Monthly Business Operating Report, if waived, Debtor required to file monthly Non-business Operating Reports (b):
K.	✓	_____	_____	Attachment of bank statements to monthly Operating Report:
L.	✓	_____	_____	Attachment of payroll depository receipts to Monthly Operating Reports:

- a. Copy of signature card and a voided, imprinted bank check must be submitted for each bank account opened.
- b. Individual debtors who meet the definition of a "small business debtor" under 11 U.S.C. § 101(51D) must file a small business operating report.

Status Form

In re: Debtor's Name

Case No: 0

The following additional provisions are required so that the United States Trustee can properly supervise the administration of this case.

	Need	Received	Waived	
M.	<u>✓</u>	<u>          </u>	<u>          </u>	Financial statements issued within 1 year of the filing of the petition:
N.	<u>✓</u>	<u>          </u>	<u>          </u>	Schedules and Statement of Financial Affairs: Periodic Report Regarding Entities in which the Debtor holds a Substantial or Controlling Interest (20% or more):*
O.	<u>✓</u>	<u>          </u>	<u>          </u>	Grant deeds and mortgage notes for all properties:
P.	<u>✓</u>	<u>          </u>	<u>          </u>	DMV Declaration Of Non Use for each uninsured vehicle:
Q.	<u>✓</u>	<u>          </u>	<u>          </u>	

\* Pursuant to Rule 2015.3, first report must be filed and served seven (7) days prior to the initial date set for the §341(a) Meeting of Creditors.

### Additional Documents Required For Individual Debtor(s)

---

	Need	Received	Waived	
R.	<u>✓</u>	<u>          </u>	<u>          </u>	Estate Taxpayer ID number: Credit counseling certificate issued within 180 days prior to the filing of the petition:
T.	<u>✓</u>	<u>          </u>	<u>          </u>	

### Additional Documents Required For Corporate, LLC, Partnership Debtors

---

	Need	Received	Waived	
R.	<u>✓</u>	<u>          </u>	<u>✓</u>	Department of Labor questionnaire: Articles of incorporation and bylaws (corporate), articles of organization and operating agreement (LLC), partnership agreement (Partnership):
S.	<u>✓</u>	<u>          </u>	<u>✓</u>	Statement of information filed with CA State (showing officers and directors/managing members):
T.	<u>✓</u>	<u>          </u>	<u>✓</u>	Unanimous written consent of directors/members/partners or meeting minutes reflecting consent to filing bankruptcy:
U.	<u>✓</u>	<u>          </u>	<u>✓</u>	Most recent balance sheet, statement of operations, and cash flow statement at the time the petition is filed.
V.	<u>✓</u>	<u>          </u>	<u>✓</u>	

Status Form

In re: Debtor's Name  
Case No: 0

TIFFANY L. CARROLL  
ACTING UNITED STATES TRUSTEE

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Ken Dennis  
Bankruptcy Auditor

I have received a copy of the Status of the United States Trustee Operating and Reporting Requirements for a Debtor-in-possession:

Dated: \_\_\_\_\_

By: \_\_\_\_\_

0  
Attorney for the Debtor