

How To Obtain The Audio Recording Of A 341 Meeting For A SDNY Case

The following are instructions for obtaining the 341 audio file(s) for SDNY District only: New York City and White Plains cases.

If you need another district, please refer to the DOJ page for that district:

[UST - Region 2 | Department of Justice](#) .

1. **For Audio Only:**

Please sign up for a free individual account through this link, create a folder with your company's name where I will upload the file. In addition you must email the specifics of the case you are seeking as listed in bullet point no. 3:

https://jefs-ustp.account.box.com/login?redirect_url=%2Ffolder%2F122385895589&logout=true

2. **For Transcripts (not provided by this office):**

Please pick a vendor from this list of court approved transcription vendors:

<http://www.nysb.uscourts.gov/obtaining-transcripts>

Please tell your chosen vendor you need the audio file of a 341 meeting which is in possession of the UST Office, not court hearing.

3. **For both audio file and transcript requests provide the following information:**

- Case Name:
- Case Number:
- Current Chapter: 7, 11, or 13: This is very important as many cases undergo chapter conversion, there may be meetings under both chapters in the same case.
- Trustee leading the meeting: Panel Trustee (Chapter 7 and 13) or UST Trial Attorney (Chapter 11)
- Date(s) of the meeting: If the meeting has been continued or adjourned multiple times, please list all desired dates. You will only get the recording the for date requested.

The more details provided the faster I can turnaround your request.

If you have any questions email ilusion.rodriquez@usdoj.gov .