

Hello XXXXXX,

The above captioned case was filed yesterday. The United States Trustee (UST) has a few issues which require your attention.

- 1) UST's **Operating Guidelines and Reporting Requirements** for debtors-in possession and **Guidelines for Reviewing Applications for Compensation and Reimbursement of Expenses Filed under 11 U.S.C. Section 330**. The Initial Financial Report is due *FOURTEEN DAYS* after the petition is filed. The copy of each report is to be filed with the Clerk of the Bankruptcy Court and the original bearing an original signature is to be filed with the Office of the United States Trustee. In addition, an initial debtor interview will be scheduled prior to the §341 meeting of creditors.

Link to **Operating Guidelines and Reporting Requirements**:

<http://www.justice.gov/ust/r19/denver/chapter11.htm>

Link to **Guidelines for Reviewing Applications for Compensation and Reimbursement of Expenses**:

[http://www.justice.gov/ust/eo/rules\\_regulations/guidelines/docs/1996\\_Fee\\_Guidelines.pdf](http://www.justice.gov/ust/eo/rules_regulations/guidelines/docs/1996_Fee_Guidelines.pdf)

Please note that it is your responsibility to forward these guidelines to your client.

- 2) The "Ethical Standards for Federal Prosecutors" Amendment, recently codified at 28 U.S.C. §530B governs the circumstances under which Department of Justice attorneys may communicate or cause others to communicate with persons known to be represented by counsel in the course of a proceeding. Attached for your consideration is a **Direction of Attorney for the Debtor Concerning Contacts with Client regarding Administrative Matters**. Please note that unless we receive your written authorization, all contacts between the U.S. Trustee's staff concerning this case, including all administrative matters, will be conducted through you, counsel for the debtor.

Please let me know if you have any difficulties with the above links or pdf attachments.

I will be in touch under separate cover on dates for the 341 meeting and status conference.

Thank you,

XXXXXXXXXXXX

XXXXXXXXXXXX

Office of the United States Trustee

Region 19, Denver, CO Telephone: (303) 312.XXXX