



United States Bankruptcy Administrator
Middle District of Alabama
ONE CHURCH STREET
MONTGOMERY, ALABAMA 36104

JULY 21, 2020

**Announcement of § 341 Meeting of Creditors by Zoom for Government
Effective September 1, 2020**

Due to the public health crisis related to COVID-19, the U.S. Bankruptcy Administrator for the Middle District of Alabama is implementing the following temporary policies and procedures with respect to all § 341 meetings of creditors beginning September 1, 2020¹.

All § 341 meetings of creditors scheduled on or after SEPTEMBER 1, 2020 will be conducted remotely via video conference using Zoom for Government until further notice.

The notice of case commencement sent by the Court will provide a meeting invitation link to connect to the meeting. Unless other accommodations are made with the Trustee in advance, video appearance is required for the debtor, debtor's counsel, and any creditors wishing to appear from a **device connected to the internet with a camera and microphone enabled**.

Registration is not necessary to participate in a Zoom video conference. However, if your device uses the IOS operating system (iPhones, iPads or Apple computers), you must download the free Zoom mobile app from the App Store.

To ensure meetings run smoothly, parties should familiarize themselves with the mandatory Video Conference Guidelines, required of all parties, and which can be found <https://www.almba.uscourts.gov/announcements/videoconferencguidelines.pdf>.

Additionally, to enable the Trustee to verify the identity of the debtor(s), a copy of the debtor's government issued identification **MUST** be uploaded to the Trustee's document delivery portal by 12:00 PM two (2) business days prior to the § 341 meeting as follows:

- Chapter 7 cases: <https://documentdelivery.axosfs.com>
- Chapter 13 cases: www.13documents.com

Counsel who do not have access to the chapter 7 or chapter 13 document delivery portal must contact the appropriate Trustee within 7 days of the petition being filed to gain access.

Debtors who are not represented by counsel must email a copy of their government-issued identification as follows:

- Montgomery & Opelika Chapter 7 cases: cwilkins@cbwlegal.com
- Dothan Chapter 7 cases: wcarn@billcarn.com
- ALL Chapter 13 cases: 13Trustee@ch13mdal.org

Nothing contained herein affects the debtor's requirement to submit and provide all other necessary documents, including tax returns, to the Court and the Trustee.

¹ All prior scheduled 341 meeting of creditors will be conducted via teleconference as originally noticed.