



MEMORANDUM

Office of the United States Trustee
District of Arizona
230 N. First Ave, Suite 204
Phoenix, AZ 85003-1706
(602) 682-2600 / fax (602) 514-7270

To: Debtor's Counsel

From: Elizabeth C. Amorosi, Assistant U.S. Trustee
Phoenix OUST

Date: July 18, 2005

Subject: CORRECTION PROCEDURES

Social Security Number:

Your client's proof of social security number shows that an incorrect social security number was used in the initial bankruptcy filing. This error can adversely effect someone else's credit record. You are required to correct your bankruptcy filing and make sure that all interested parties are made aware of the correction. Therefore you must do the following within **10 days** of today's 341 meeting date:

- 1) Submit to the bankruptcy court clerk an amended Form B21 ("Statement of Social Security Number") with the Debtor's correct social security number.
- 2) Serve a copy of the amendment to all creditors, the case trustee and the US Trustee;
- 3) File a proof of service, showing service of a copy of the amended B21 to all creditors, the trustee and the US Trustee.
- 4) **IF** the error is contained in the last four numbers of the Social Security Number (those numbers which are included in your bankruptcy petition), you must **ALSO** file an amended petition with the bankruptcy court and serve a copy on the case trustee and the US Trustee and all creditors.

Identity:

The name of your client's government identity card or social security card does not match any of the names on the debtor's petition. Prior to the continued date, you will need to:

- 1) Amend the petition to list the name on the card as an aka;
- 2) Serve the amended petition on all creditors, the trustee and the US Trustee; and
- 3) File a proof of service of the amended petition.
- 4) At the continued hearing the debtor will need to bring the id and SSN proof again, as well as provide proof to the trustee that the debtor is the same person as both names. (Eg marriage license, divorce decree, change of name order, etc.).

If you have any questions, please contact me at 602-682-2600.