

**U.S. Department of Justice**  
Office of the United States Trustee  
*Eastern District of Virginia*  
*Alexandria Division and District of Columbia*

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**IMPORTANT 341 MEETING POLICY CHANGE**

**To: Bankruptcy Practitioners and Pro Se Debtors**

**From: W. Clarkson McDow, Jr., United States Trustee**

**Re: Debtor Identification Program**

**Reasons: Increased incidence of identity theft and inaccurate social security reporting on debtors' schedules**

**Date: January 2, 2002**

**Effective for all creditor meetings scheduled on or after February 1, 2002 all individual debtors are required to provide picture identification and proof of social security number to the trustee at the 341 meeting.**

Acceptable types of picture identification:

Valid state driver license, state issued picture identification card, military, passport or legal resident alien card.

Acceptable proof of social security number("SSN"):

Social security card, a W-2 form for the most recent tax year or other official document which indicates name and SSN.

Consequences for failure to have required documents:

If a debtor does not have acceptable documents, the 341 meeting will be held but then continued to the trustee's next calendar to allow for the production of the required documentation. Failure to produce the documents may result in a Motion to Dismiss filed by the United States Trustee.

Consequences for error in SSN:

If there is an error, you will be required to file an Amended Petition pursuant to Fed. R. Bankr.P. 1009 within ten days from the creditors meeting to correct any incorrect social security number. Failure to do so may result in a Motion To Dismiss pursuant to 11 U.S.C. §707(a) filed by the United States Trustee.<sup>1</sup>

Goal is to protect innocent third parties from intentional and inadvertent use of SSN:

Bankruptcy filings are primarily reported to credit agencies by social security number. The cost and hardship to correct an adverse credit history can be substantial. With your assistance, we should be able to limit the impact.

We appreciate your cooperation in implementing this new policy. If you have any questions or suggestions, please contact me or Dennis J. Early, Assistant United States Trustee.

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<sup>1</sup>Failure to correct social security number may result in dismissal. See, *In re Riccardo*, 248 B.R. 717 (Bankr. S.D.N.Y. 2000)

