

**TRUSTEE'S § 341 MEETING OF CREDITORS HELD/MEETING
OF CREDITORS HELD-TELEPHONIC MEETING**

Updated 02/05/2008

This event must be used to indicate the date the First Meeting of Creditors was held.
IMPORTANT: This event should only be used when events from the trustee 341 filings chart did not indicate a date in which the first meeting was held.

STEP 1 - Click on the Bankruptcy hyperlink on the CM/ECF Main Menu Bar.

STEP 2 - The BANKRUPTCY EVENTS screen displays.

- Click on Trustee/US Trustee hyperlink.
- For further information on each of these categories, click the (Help) icon.

STEP 3 - The CASE NUMBER screen displays.

- Enter the case number for the appropriate case.
- Click the [**Next**] button.

STEP 4 - The EVENTS screen displays.

- Select "**Meeting of Creditors Held**" or "**Meeting of Creditors Held - Telephonic Meeting**" from the list of events.
- Click the [**Next**] button.

NOTE: Type the first letter (**M** for **Meeting**) and the highlight bar will immediately select the first entry beginning with **M**.

STEP 5 - The SELECT PARTY screen displays.

- Select the trustee that is the party filer from the list.

- Click the **[Next]** button.

STEP 6 - The ASSOCIATION screen appears.

- Click box to associate filing attorney with the filing party.
- Click the **[Next]** button.

STEP 7 - The DATE FIRST MEETING HELD screen displays.

- Enter the date in which the Meeting of Creditors was held.
- Click the **[Next]** button twice.

STEP 8 - The SATISFY PENDING SCHEDULED EVENTS screen with debtor name and case number appears.

- Terminate the 341 Meeting by placing a check mark in the box.
- Click the **[Next]** button.

STEP 9 - The VERIFICATION screen with debtor name and case number appears.

- Verify this is the correct case.
- Click the **[Next]** button.

STEP 10 - The FINAL DOCKET TEXT screen displays.

- This is the last opportunity to verify the accuracy of the information. Submission of this screen is final.
- If the final docket text is incorrect, click the browser **[Back]** button to find the screen needed to modify.

NOTE: If the **[Back]** button is used and case information is altered, you must use the **[Next]** button and resubmit for each screen or the changes will not take effect. In other words, do not use the **[Forward]** button on the browser if you alter information on a previous screen.

- To abort or restart the transaction, click the Bankruptcy hypertext link on the Menu Bar.
- Click the **[Next]** button if correct.

Docket Text: Final Text

Meeting of Creditors Held and Examination of Debtor on 01/31/2008. Filed by Joy S. Goodwin. (Goodwin, Joy)

Attention!! Submitting this screen commits this transaction. You will have no further opportunity to modify this submission if you continue.

STEP 11 - The NOTICE OF ELECTRONIC FILING screen displays.