

**OFFICE OF THE CHAPTER 13 STANDING TRUSTEE - DETROIT**  
**TAMMY L. TERRY**

535 Griswold St, Suite 2100, Detroit MI 48226 · Ph 313-967-9857 · Fax 313-967-9501

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Tammy L. Terry, Trustee  
Kimberly J. Shorter-Siebert, Staff Attorney  
Marilyn R. Somers- Kantzer, Staff Attorney

Patricia S. Waller, Operations Manager  
Carl W. Brooks, Information Technology Manager  
Dawn D. Young, Contoller

October 13, 2006

The Office of the Chapter 13 Standing Trustee Tammy L. Terry has implemented a 341 Status Sheet via email program similar to the other area Trustee offices. As you are aware, we provide the 341 status sheets as a courtesy in hopes of resolving issues prior to confirmation.

The ultimate goal of providing the 341 Status Sheet via email and confirmation objections prior to the 341 first meeting of Creditors is to efficiently utilize LBR 3015-3b by confirming cases without the necessity of a formal confirmation hearing.

The 341 information, in addition to pre 341 hearing confirmation objections, provide Debtor Attorneys with pertinent information to discuss with their clients and/or to prepare any amendments with a goal towards early confirmation.

Effective immediately, transmission of our 341 Status Sheet will be provided exclusively by e-mail. Therefore, attorneys who elect not to participate in our e-mail transmission program will not receive the Status Sheets at the Section 341 Meetings.

Attorneys will only receive future 341 Status Sheets via e-mail service. We will no longer provide 341 Status Sheets at the 341 hearings.

The registration form can also be found on our web page, [www.det13.net](http://www.det13.net), or at the following link: <http://www.det13.net/PDF/341StatusEMail.pdf>. We will provide registration forms at the Section 341 Meetings.

Once the registration form is returned, we will send the designated e-mail box a test message to insure that everything is correctly configured. The recipient must confirm receipt of that test message, at which time the e-mail program will be activated for that designated attorney.

View a sample 341 Status Sheet PDF file:  
<http://www.det13.net/PDF/CWB-DOE00-00000JANE.pdf>

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## 341 Status Sheets by E-Mail Sign-up Form



The office of Tammy L. Terry, Ch 13 Standing Trustee, will begin providing 341 status sheets to Debtor Attorneys by email. To receive emails of status sheets for your cases, complete this form and return it to the address below.

**Type or Print Clearly the following Information:**

<b>Name of Firm:</b>	
<b>Address of Firm:</b>	
<b>Contact Phone:</b>	
<b>Email address for Firm:</b>	
<b>Principal Name (Print):</b>	
<b>Principal Signature:</b>	

Status sheets will be emailed individually on a case by case basis, in PDF format, to a single email address (specified above).

**It is preferred that firms provide a general email address for the firm instead of an individual address so that staff turnover, vacations and other disruptions will not cause emails to be undelivered or unread.**

This document should be signed by a managing principal of the firm and a copy kept for internal reference. We will not accept forms signed by non-attorneys.

**Return this form to:**

**Carl W. Brooks, Information Technology  
Email: brooksc@det13.net**