Notice to Counsel

Effective January 1, 2002 all individual debtors will be required to produce **proof of identity** and **proof of Social Security number** to the trustee or United States Trustee at the meeting of creditors.

Your client(s) must present a photo identification card and proof of Social Security number. If the debtor does not present the necessary documents the trustee will complete the examination and the meeting of creditors will be continued to the next available date. If the necessary documents are not presented at that time a motion to compel production of the documents or a motion to dismiss the case will be filed.

Acceptable Photo ID Cards

Driver's License
State issued Picture Identity Card
Military Identification Card
Government Identification Card
Student ID
U.S. Passport
Resident Alien Card

Acceptable Proof of Social Security Number

Social Security Card
Medical Insurance Card with SSN
Pay Stub with SSN
W-2 Form
IRS Form 1099
Social Security Administration report or letter

All documents must be originals. Photocopies are not acceptable. Documentary evidence of the Social Security Number must be prepared by a third party and not the debtor. One document may satisfy both requirements if it contains both a picture identification and a Social Security Number. Examples include a military ID and some driver's licenses from Virginia and other states.