



**Office of the United States Trustee  
Northern District of New York and  
District of Vermont**

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To: Bankruptcy Practitioners and Pro Se Debtors - Northern District of New York

From: Kim F. Lefebvre, Assistant U.S. Trustee  
Guy A. Van Baalen, Assistant U.S. Trustee

Re: Debtor Identification Program - **Effective for all cases filed on or after January 2, 2001**

Date: December 15, 2000

**All debtors are required to provide  
picture identification and proof of social security number at the 341 meeting.**

- Acceptable types of picture identification: valid state driver license, state issued picture identification card, passport or legal resident alien card.
- Acceptable proof of social security number: social security card, a W-2 form for the most recent tax year, payroll earnings statement or check stub, or other official document which shows name and social security number.
- Consequences for failure to have required documents: If a debtor does not have acceptable documentation, the 341 meeting will be continued to the trustee's next date. Failure to produce the documents will result in a Motion to Dismiss, Motion to Compel or other appropriate remedy.
- Consequences for error in Social Security Number: If there is an error, the debtor will be required to file an amended petition pursuant to Fed. R. Bankr. P. 1009 within ten days from the creditors meeting to correct the social security number. Failure to do so will result in a motion to dismiss pursuant to 707(a) filed by the United States Trustee or their designee.<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 on innocent parties when a case has been filed with an incorrect social security number.
- We appreciate your cooperation in implementing this new policy. If you have any further questions, please feel free to contact the above.

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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)