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If in doubt, please forward your request as follows:

Case Administration/Proof of Claims (Other Than Mortgage):

rebeccas@simonch13trustee.com (Cases ending in 0, 1 & 2)

faithh@simonch13trustee.com (Cases ending in 3, 4 & 5)

jamier@simonch13trustee.com (Cases ending in 6, 7, 8 & 9)

Base Balance Requests: mirandar@simonch13trustee.com

Comments & Suggestions: janf@simonch13trustee.com

Mortgage/Real Estate Taxes:

mindys@simonch13trustee.com (Cases ending in 0, 1, 2, 4, 5, 6 & 7)

daniellew@simonch13trustee.com (Cases ending in 8 & 9)

Delinquencies: mirandar@simonch13trustee.com

Office Administration & Purchases: janf@simonch13trustee.com

Staff Attorney:

justinf@simonch13trustee.com

thomh@simonch13trustee.com

Objections:

chantelleb@simonch13trustee.com (Cases ending in 0 & 7)

daniellew@simonch13trustee.com (Cases ending in 1 & 2)

lisad@simonch13trustee.com (Cases ending in 3, 4, 5 & 6)

sandiego@simonch13trustee.com (Cases ending in 8 & 9)

Pay Advices: payadvices@simonch13trustee.com*

Tax Returns: taxreturns@simonch13trustee.com*

Bank Statements: bankstatements@simonch13trustee.com*

Affidavits: affidavits@simonch13trustee.com*

Home and Vehicle Purchases/Refinances: incurdebt@simonch13trustee.com*

Motion to Retain documentation: expenses@simonch13trustee.com*

*** For the above referenced email addresses only, please ensure you strictly follow these guidelines:**

- The subject line of the email address **MUST** begin with the Debtor(s)' case number (with or without a hyphen) and should be followed by a space and then the Debtor(s)' name (e.g. 14-30000 Smith). ***Please do not include any punctuation in the subject line of the email.*** If this order is not followed, you will get an email notification indicating their message was rejected for not containing a valid 7 digit case number. You may continue to put any other information you deem necessary/appropriate in the body of the email.
- You **MUST** include a PDF attachment to the email. Further, the document(s) being submitted must be combined into a SINGLE pdf attachment. If an attachment is not detected, you will get an email notification indicating the message was rejected for this reason. ***Also please note that while the system will not reject an email that contains multiple attachments, it will only recognize and maintain the first attachment.***