

January 07, 2022

TRUSTEE'S REQUEST FOR 2021 TAX RETURN

Case Number:

WHETHER YOU FILE A JOINT OR SEPARATE RETURN DO NOT SPEND MORE THAN \$2,000.00 OF YOUR COMBINED 2021 TAX REFUND UNTIL YOU RECEIVE TRUSTEE APPROVAL.

Pursuant to 11 U.S.C. Section 521, the Trustee requests that you provide our office with a **copy of your 2021 Federal Tax Return (Form 1040) documenting total income and taxes owed or refunded. Typically this is the first two or three pages of your return. If you have other income listed on Line 8, also provide Schedule 1 along with Schedule C (Business Income), Schedule E (Partnerships, Rental Income) and Schedule F (Farm Income), whichever are applicable.**

Please send **ONLY ONE COPY** by **ONE** of the following methods.

1. You may upload a **PDF** copy via 13Documents.com: <https://www.13Documents.com>
See Registration and Document Upload Instructions for 13Documents on the Trustee's webpage
<http://dallasch13.com>
2. You may mail a copy to: 105 DECKER CT, SUITE 1150
IRVING, TEXAS 75062

Please black out the social security numbers on all pages for you and your dependents and all bank account information on the RETURN.

DO NOT SEND YOUR TAX REFUND TO THE TRUSTEE UNLESS REQUESTED.

Please write your BANKRUPTCY CASE NUMBER on the top of page one of the RETURN.

DO NOT SPEND ANY OF YOUR REFUND over \$2,000.00 unless you receive permission to do so from the Trustee. The Trustee may request all or part of the excess above \$2,000.00 be paid to your creditors.

If you apply for an extension of time to file your Form 1040, you must provide the Trustee with a copy of Form 4868 - *Application for Automatic Extension of Time to File U.S. Income Tax Return* no later than April 15, 2022. **Upon filing your 2021 Federal Tax Return, you must also provide a copy to the Trustee.**

If you file an amended RETURN, send a copy to the Trustee.

If you are not required to file a RETURN, please contact your attorney so that he or she can assist you in preparing a sworn statement as to why a RETURN is not required. The sworn statement should be provided by April 15, 2022.

IF THE RETURN, EXTENSION OR SWORN STATEMENT IS NOT TIMELY RECEIVED, THE TRUSTEE MAY FILE A MOTION TO DISMISS YOUR CASE.

If you have any questions on what you are required to do or you have concerns about your abilities to do what is requested in this letter, please do not hesitate to contact your attorney or this office.

Standing Chapter 13 Trustee

cc: , via list report

CHANGES TO THE ANNUAL REPORT OF RECEIPTS AND DISBURSEMENTS ON CHAPTER 13 CASES

Pursuant to 11 U.S.C. 1302(b)(1), the Trustee must deliver a report, at least annually, to the debtor and the debtor's attorney showing all receipts from the debtor and all disbursements made during the reporting period and the amount of undistributed funds on hand. Historically, this report has been prepared by the Trustee during the month in which the debtor's bankruptcy petition was originally filed with the bankruptcy court and has been delivered to the debtor by the United States Postal Service.

Beginning in 2022, the Trustee will make the following changes in the issuance of the debtor's Annual Report:

1. The Debtor's Annual Report will be prepared and issued once a year in January. For 2022, the Debtor's Annual Report will include all receipts and disbursement for the period of January 1, 2021 through December 31, 2021.
2. Debtors with active accounts with the National Data Center (www.ndc.org) will receive their annual report by email using the email address on record with the National Data Center ("NDC").
3. Debtors with active accounts with our electronic payment service, TFS Bill Pay (www.tfsbillpay.com), will receive their annual report via email using the email address on record with TFS.
4. Debtors who do NOT have an active account with the National Data Center, TFS Bill Pay, or where the transmission of the Annual Report to the email address on record with either firm was not successful will receive their Annual Report by mail.

The Trustee will utilize the National Data Center ("NDC") to email the Annual Report. The sender will be identified with an email address of no_reply@ndc.org. Within the body of the email will include a button labeled "View your Chapter 13 Trustee Annual Report" which will link you to your annual report.

You must open up the email within 7 days of issuance by NDC to view your Annual Report. After 7 days, debtors who do NOT have an active NDC account, but received their report because they had an active TFS Bill Pay account, will be required to register with NDC to view their Annual Report. Debtors with active NDC accounts and do not open up the email within 7 days will be able to view their Annual Report in their document folder when they log into their NDC account.

The Trustee encourages you to register with the National Data Center at www.ndc.org. The Trustee uploads case data each night from your bankruptcy case and this information is available for you to view, free of charge, in a secure platform within 24-48 hours upon receipt by NDC.

If you have questions on registering for an NDC account or, if you have an active NDC account and need assistance with locating the report within your account, please submit your question to NDC at <https://support.ndc.org/hc/en-us/requests/new>.