

Douglas B. Kiel
Chapter 13 Trustee
4725 South Monaco Street, Ste. 120
Denver, Colorado 80237
(720) 398-4444

[Name]

[Mailing Address]

[Case No.]

**NOTICE OF CHANGE OF TRUSTEE AND
CHAPTER 13 PLAN PAYMENT ADDRESS**

Your case has been transferred from Trustee Sally Zeman to newly appointed Trustee Douglas B. Kiel.

Effective October 1, 2011, all Chapter 13 plan payments must be mailed to the following address:

**DOUGLAS B. KIEL
CHAPTER 13 TRUSTEE
P. O. BOX 2282
MEMPHIS, TN 38101-2282**

Your payment should be made payable to: Douglas B. Kiel, Chapter 13 Trustee. Your payments may be in the form of a personal check, money order, or cashier's check. Do not send cash. **Please do not bring or send your payments to our office as we will not accept payments at the office.**

Please note that funds sent overnight via Federal Express or UPS cannot be delivered to the above post office box address. Federal Express and UPS cannot deliver to a post office box and there is no street address in Memphis that will accept payments. Payments sent via any method other than the United States Postal Service or to any other address will be returned at sender's expense, which may cause your plan payment to be delinquent.

If you have any questions, please call us at (720) 398-4444.

/s/Douglas B. Kiel
Douglas B. Kiel
Chapter 13 Trustee
District of Colorado