
Chapter 7 Asset Case Process Flow

- STEP 1** Trustee Files his Application for Commission with the Court.
- STEP 2** Trustee forwards his Final Report (including a copy of his commission) to the UST for review
- STEP 3** UST files Trustee's Final Report and UST Certificate of Review with the Court
- STEP 4** Court sees that the UST Certificate of Review was filed on the docket activity report, and completes "Notice of Final Report & Account/Trustee's Commission and Certificate of Service" form.
- STEP 5** Court docket and serves Notice of Final Report & Account/Trustee's Commission and Certificate of Service on interested parties and creditors who have filed claims. A thirteen day objection deadline is created.
- STEP 6** When deadline expires, Court forwards all fee applications to chambers for resolution.
- STEP 7** Judge enters Orders on fees; Court serves on interested parties.
- If fees are allowed in full:

Trustee prepares Certificate of Final Distribution and forwards to UST for review.
 - If fees are reduced:

Trustee prepares Amended Final Report and forwards to UST for review.

After review, UST files Amended Final Report and UST Certificate of Review with the court

Trustee prepares Certificate of Final Distribution and forwards to UST for review.
- STEP 9** UST files Certificate of Final Distribution and UST Certificate of Review.
- STEP 10** Court closes the case; Trustee receives Order Discharging Trustee by email.