

**OFFICE OF THE STANDING TRUSTEE**  
**ELIZABETH CLARK, TRUSTEE**  
CHAPTER 13 PROCEEDINGS  
3350 GRAND RIDGE DR NE, SUITE 200  
GRAND RAPIDS, MICHIGAN 49525  
(616)-454-9638

**October 18, 2024**

**DEBTOR**

**RE: Minority/Majority Interest in Business –**

According to the schedules and statements you provided us, you have an interest in the operation of a business. Additional information is required to identify your connection to the business and whether it could have a possible impact on your Chapter 13 Bankruptcy proceedings. We are attempting to determine the extent of your interest in the business, including, but not limited to interest in profits and/or assets of the business, responsibility to file business reports and/or pay employer or business taxes, and liabilities for business debts. It is also important to have the documentation necessary to determine if your business will be able to earn the net monthly business income noted on Schedule I and J, if applicable.

Please complete the Minority Owner Business Case Questionnaire; return the requested documentation listed on the attached Questionnaire **by 02/3/2012**. We have included a checklist to assist you in preparing and sending all the complete forms. Please submit the reports/forms that apply to your business. The sample of reports/forms is posted on our website at [www.clarkch13.com](http://www.clarkch13.com) under "Business cases/Reporting" section.

You can email your completed questionnaire and documents to [matt@clarkch13.com](mailto:matt@clarkch13.com), or mail to 3350 Grand Ridge Dr NE, Ste 200, Grand Rapids, MI 49525. If you have any questions, feel free to contact Matt Parker at (616) 454-9638 ext. 125.

Best Regards,

Matt Parker  
Business Case Analyst

**CC: ATTORNEY**