## 341 Meetings, Shelby Division

## March 12, 2021



Please dial in approximately 1 to 2 minutes before your staggered start time.
Be aware that the prior meeting may not be concluded; please avoid disrupting the trustee and other debtors and their counsel.

Please comply with the following requests

1. Plan to attend your call from a quiet, fixed location. Silence any televisions or radios. Do not attempt to call in while driving.
2. Please use a landline if you have one in your home to minimize dropped calls and reception issues.
3. If you must use a cell phone, ensure you are in a place that has reliable reception. Do not use your speakerphone.
4. Do not put the call on "hold," as that may cause others to hear a pre-recorded message;
5. Do not accept another call during your meeting window;
6. After dialing in, mute your phone until the case is called to minimize disruptions: landlines may mute and unmute by pressing
*6; cell phones may be muted using the phone's screen interface. You need not say anything until your name is called.
7. If the call is dropped, simply dial back in.
8. If the trustee or BA must mute all callers due to a disruption, you must press *6 to unmute your line when your name is called.

The line will be recording continuously.

