

**All requests for consent should be submitted by email to TRCONSENT@CH13STL.COM using the following procedures.**

**Motions for relief from the automatic stay**

- Do NOT include a signature line for the Trustee on the consent motion.
- Prior to filing the motion, send an email to Trconsent@ch13stl.com.
  - (1) Attach to the email a copy of the proposed motion.
- The Trustee's office will review the request within five business days and either:
  - (1) respond by email stating that the Trustee cannot consent to the motion; or
  - (2) respond by email with a pdf consent form. The Trustee will not mail you a wet ink signature of the consent form unless your email makes this request.

**All other motions**

- Prior to filing the motion, send an email to Trconsent@ch13stl.com.
  - (1) Attach to the email a copy of the proposed motion.
  - (2) In the email, identify by name any other affected parties and include an affirmative representation that all other affected parties have already consented to the motion.
- The Trustee's office will review the request within five business days and either:
  - (1) respond by email stating that the Trustee cannot consent to the motion; or
  - (2) respond by email with a pdf of the consent.
- If the motion contains a signature line for the Trustee, the Trustee or the Trustee's attorney will sign the consent line and email you a scanned pdf of the signed motion.
- If your motion does not contain a signature line for the Trustee, the Trustee will email you a signed consent form.
- The Trustee will not mail you a wet ink signature of the consent unless your email makes this request.

**Agreed orders on Trustee objections or motions that have already been filed**

- **For matters that have not yet been set for hearing**, send an email to Trconsent@ch13stl.com that states you have obtained the consent of any other affected party (for objections to claim, this includes the debtor) and attach a copy of your proposed agreed order
  - The Trustee's office will review the request within five business days and either:
    - (1) respond by email stating that the Trustee cannot consent to the order; or
    - (2) respond by email stating that the Trustee agrees to the order and you may attach the Trustee's electronic signature. If you prefer, you may request that the Trustee or the Trustee's attorney email you a scanned pdf of the signed order.
- **For matters that are set for hearing**, send an email to Trconsent@ch13stl.com that identifies your proposed resolution. If you propose to submit the order, the email should include a copy of the proposed order.
  - The Trustee's office will review the request within five business days and either:
    - (1) respond by email stating that the Trustee cannot consent to the resolution, or

(2) respond by email stating that the Trustee agrees to the proposed resolution and will announce this resolution at the scheduled hearing.

- If the Trustee is to submit the order, the order will not be submitted until after the hearing and will reflect the Judge's ruling at the hearing, which could differ from the proposed resolution.