## **Discharge Procedure**

The Trustee's office no longer "Requests Discharge", we file a "Notice of Completion of Plan Payments" on the PACER docket.

For cases filed prior to October 17, 2005 the discharge order should be entered promptly.

For cases filed on or after October 17, 2005 every debtor is <u>required</u> to file a <u>DSO Declaration</u> and a Certification Regarding Financial Management (<u>Official Form 23</u>) to be eligible for a discharge.

After the Trustee files the Notice of Completion of Plan Payments, the Clerk will send a reminder notice to the debtor's attorney or pro se debtor advising them of the requirement to file these forms. Once the DSO Declaration and Form 23 have been filed, the discharge will be issued.

If no DSO Declaration or Form 23 is filed the case will be closed without a discharge.