

Office Directory

Office of the Chapter 13 Standing Trustee- Flint

Melissa A. Caouette, Trustee

Payments:

Chapter 13 Trustee- Flint
PO Box 2175
Memphis, TN 38101-2175

Correspondence:

Chapter 13 Trustee
400 N. Saginaw St. Suite 331
Flint, MI 48502
Phone: 810-238-4675 HRS: M-F 9:00 AM – Noon, 12:30 PM – 3:00 PM
Fax: 810-238-4712

Special Purpose E-mail Addresses:

General Inquiries correspondence@flint13.com
Confirmation Documents confirmations@flint13.com

****DUE 6 DAYS PRIOR TO HEARING**

Our staff makes every attempt to provide outstanding assistance. We recognize, however, that there may be occasional concerns. Should this occur, please direct your comments to Melissa A. Caouette at the above phone number or address (please mark your envelope “personal and confidential”).

INQUIRIES

General Case Information, Filing, & ECF Clerk

NAME	PHONE
Tracee	239

CASE PARALEGALS (Pre-Confirmation)

§341 Hearing Prep & Confirmation Hearing Prep

NAME	PHONE
Sara	222

A – G Cases

Katie	234
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H-Q Cases

Kayla	223
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R-T Cases

Tenee	236
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U-Z Cases

CASE PARALEGAL (Post-Confirmation)

Post Confirmation Plan Modifications, Attorney Fee Applications

NAME	PHONE
Cindy	284

FINANCIAL ANALYST/POSTING

Posting/Tracing Receipts & Wage Orders

NAME	PHONE
Tracee	239

ACCOUNTING ADMINISTRATOR

Creditor/Debtor Refunds & Payments, ACH/EFT Payments, EPay, Approval of Payment Orders, Motions to Incur Debt, Mtg Modifications

NAME	PHONE
Dawn	227

CASE AUDITORS

NAME	PHONE
Tenee	222

Bar Date

NAME

Sherry	225
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Confirmation Document Filing
& Objections to Claims

PLAN ACCOUNT SUPPORT

Entry of Claims, Transfer/Assignment of Claims, Creditor Address Changes, Debtor Education Certificate Mailing, & Mortgage Payment Changes.

NAME	PHONE
Diane	224

MANAGEMENT

NAME	PHONE
Tenee	236

HR/Operations Manager
Tax Escrows, Case Closing Auditor

Melissa Trustee	238
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Mark Controller	232
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Chris IT Manager	213
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