

2014
Collier Handbook

FOR TRUSTEES
AND
DEBTORS
IN POSSESSION

by
PAUL MASCHMEYER
Handbook for Trustees

and

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Handbook for Debtors in Possession



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Collier Handbook for Trustees and Debtors in Possession

2014

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Library of Congress Card Number: 82-072098
ISBN: 978-1-6328-0468-6 (print)
ISBN: 978-1-6304-4451-8 (eBook)
Cite as:

Paul Maschmeyer, Michael R. Rochelle, Sander L. Esserman, Russell F. Nelms, [Year]
Collier Handbook for Trustees and Debtors in Possession ¶ [000.00] (Matthew Bender)

Example:
Paul Maschmeyer, Michael R. Rochelle, Sander L. Esserman, Russell F. Nelms, 2014
Collier Handbook for Trustees and Debtors in Possession ¶ 1.01 (Matthew Bender)

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Acknowledgment

The authors gratefully acknowledge the work of Jeremy B. Coffey, Esq., a partner in the Boston office of Brown Rudnick, LLP, for authorship of Chapter 24A, “Sales Outside the Ordinary Course of Business,” and of Matthias Kleinsasser, Esq., law clerk to the Honorable D. Michael Lynn, for his research and editing contributions throughout.

Organization and Features

This book is divided into two sections—Chapters 1–19 constitute the Handbook for Trustees and Chapters 20–29 make up the Handbook for Debtors in Possession. Chapter 19, entitled Practice Aids, consists of all the forms referred to in the trustees' part of this book.

The Handbook for Trustees is intended as a practical, step-by-step guide to executing the role of a trustee in a case under the Bankruptcy Code of 1978, as amended, from the appointment to the final report. Liberal citation to the forms, sample letters, checklists and worksheets found in Chapter 19 can be found throughout Chapters 1–18.

The Handbook for Debtors in Possession is designed to explain to both the debtor in possession and the bankruptcy attorney the proper procedures in a chapter 11 reorganization case. Every officer and key employee of a business that files a chapter 11 petition and that retains possession of its property should know the duties prescribed by the Bankruptcy Code and the Bankruptcy Rules. This manual outlines those duties and prepares the debtor in possession to properly discharge them. This book should aid bankruptcy counsel in directing the debtor in possession through a chapter 11 case, saving both time and money.

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