



DEPARTMENT OF THE TREASURY
INTERNAL REVENUE SERVICE
Washington, D.C. 20224

SMALL BUSINESS/SELF-EMPLOYED DIVISION

Kansas District Bankruptcy Court
Topeka Division
240 U.S. Courthouse
444 S.E. Quincy
Topeka, KS 66683

RECEIVED
TOPEKA

February 11, 2005

MAY 19 2005

CLERK
U.S. COURT OF BANKRUPTCY
By _____ Deputy

RE: Insolvency Centralization

The Internal Revenue Service is continuing to move forward with the decision to redesign the organizational structure of the Insolvency operation. Centralization is one of the key strategies used that will result in improved operational efficiency and service to our customers.

Prior to the redesign, Insolvency work was performed in more than 70 local offices around the country. As part of the Insolvency centralization process, specific processing tasks that are performed by the clerical and paraprofessional staff will be moved to one location -- the Philadelphia centralized site, also referred to as the "Philadelphia campus".

The vast majority of Insolvency correspondence will be processed by employees at the Philadelphia campus. Electronic notices including all "up front" processing of bankruptcy cases as well as "back end" work of effectuating discharge orders and closing out the bankruptcy case will be done at the Philadelphia campus. The centralization process will occur over several months on a state-by-state- basis.

Effective February 07, 2005, the Philadelphia campus began processing work for the state of Kansas. We request that you change the official mailing matrix to the following address for all correspondence directed to the Internal Revenue Service for the state shown above.

**Internal Revenue Service
P.O. Box 21126
Philadelphia, PA 19114**

Again, these changes are applicable to the state mentioned above and other locations should continue to follow existing procedures until notified to use the campus address.

Insolvency employees in local offices and at the Philadelphia campus are working closely to limit the impact on our customers and to ensure the current levels of customer service are maintained.

If you have any questions, please contact Don Peattie at 408-817-6520.

Sincerely yours,

Don Peattie
Insolvency Territory Manager

The Small Business/
Self-Employed (SBSE)
Operating Division is
committed to
identifying ways to
improve
business processes and
adjust to changing
demands.

The IRS Mission

*Provide America's taxpayers top
quality service by helping them
understand and meet their tax
responsibilities and by applying
the tax law with integrity and
fairness to all.*

Insolvency Redesign

What you need
to know.

Continue agency
modernization, achieve
greater operational
efficiencies and improve the
IRS's ability to enforce the
tax laws.



Department of the Treasury
Internal Revenue Service

www.irs.gov

Publication 4397 (8-2004)
Catalog Number 38896J