



In re _____ (SHORT TITLE)  Debtor(s).	CHAPTER 7  CASE NO.:
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**DECLARATION OF TRUSTEE**

I, \_\_\_\_\_, the duly appointed chapter 7 trustee, have prepared the foregoing motion to make cash disbursements and believe the amounts specified in each category are reasonable and necessary for an effective and efficient administration of the estate. If this motion proves to be inaccurate or infeasible, I will submit corrected motions as necessary.

I declare under penalty of perjury under the laws of the United States that the foregoing is true and correct.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_.  
*(city, state)*

\_\_\_\_\_  
*Chapter 7 Trustee*

In re	(SHORT TITLE)  Debtor(s).	CHAPTER 7  CASE NO.:
-------	---------------------------------	----------------------------

**DECLARATION OF NON-OPPOSITION**

I declare under penalty of perjury under the laws of the United States that I am employed by the trustee and that as part of my duties I check all incoming correspondence and opposition to the trustee's motions. I certify that the trustee has not been served with any opposition to the foregoing motion as of this date.

\_\_\_\_\_  
*Date*\_\_\_\_\_  
*Type Name*\_\_\_\_\_  
*Signature*

In re	(SHORT TITLE)	CHAPTER 7
	Debtor(s).	CASE NO.:

**NOTE:** When using this form to indicate service of a proposed order, **DO NOT** list any person or entity in Category I. Proposed orders do not generate an NEF because only orders that have been entered are placed on a CM/ECF docket.

## PROOF OF SERVICE OF DOCUMENT

I am over the age of 18 and not a party to this bankruptcy case or adversary proceeding. My business address is:

A true and correct copy of the foregoing document described as \_\_\_\_\_ will be served or was served **(a)** on the judge in chambers in the form and manner required by LBR 5005-2(d), and **(b)** in the manner indicated below:

**I. TO BE SERVED BY THE COURT VIA NOTICE OF ELECTRONIC FILING ("NEF")** - Pursuant to controlling General Order(s) and Local Bankruptcy Rule(s) ("LBR"), the foregoing document will be served by the court via NEF and hyperlink to the document. On \_\_\_\_\_ I checked the CM/ECF docket for this bankruptcy case or adversary proceeding and determined that the following person(s) are on the Electronic Mail Notice List to receive NEF transmission at the email addressed indicated below:

Service information continued on attached page

**II. SERVED BY U.S. MAIL OR OVERNIGHT MAIL** (indicate method for each person or entity served):

On \_\_\_\_\_ I served the following person(s) and/or entity(ies) at the last known address(es) in this bankruptcy case or adversary proceeding by placing a true and correct copy thereof in a sealed envelope in the United States Mail, first class, postage prepaid, and/or with an overnight mail service addressed as follow. Listing the judge here constitutes a declaration that mailing to the judge will be completed no later than 24 hours after the document is filed.

Service information continued on attached page

**III. SERVED BY PERSONAL DELIVERY, FACSIMILE TRANSMISSION OR EMAIL** (indicate method for each person or entity served): Pursuant to F.R.Civ.P. 5 and/or controlling LBR, on \_\_\_\_\_ I served the following person(s) and/or entity(ies) by personal delivery, or (for those who consented in writing to such service method) by facsimile transmission and/or email as follows. Listing the judge here constitutes a declaration that mailing to the judge will be completed no later than 24 hours after the document is filed.

Service information continued on attached page

I declare under penalty of perjury under the laws of the United States of America that the foregoing is true and correct.

Date	Type Name	Signature
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This form is optional. It has been approved for use by the United States Bankruptcy Court for the Central District of California.

In re	(SHORT TITLE)	CHAPTER 7
	Debtor(s).	CASE NO.:

**ADDITIONAL SERVICE INFORMATION** (if needed):

In re	(SHORT TITLE)	CHAPTER 7
Debtor(s).		CASE NO.:

**EXHIBIT "A"****SUMMARY/STATUS OF CASE:**

This cash disbursement motion is filed pursuant to Local Bankruptcy Rule 2016-2 of the United States Bankruptcy Court, Central District of California.

Through review of the debtor's schedules, information obtained from creditors or information obtained at the debtor's 341(a) meeting or otherwise, this case appears to have assets and/or potential avoidance actions that may be liquidated for the benefit of creditors.

[insert specific facts of case]

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**EXHIBIT "B"**

**Estimated Recurring Monthly Expenses During the Cash Disbursement Period:**

- \$ \_\_\_\_\_ Rent or Mortgage Payment
- \$ \_\_\_\_\_ Property Tax
- \$ \_\_\_\_\_ Insurance
- \$ \_\_\_\_\_ Utilities
- \$ \_\_\_\_\_ Repair and Maintenance
- \$ \_\_\_\_\_ Property Management
- \$ \_\_\_\_\_ Security Services
- \$ \_\_\_\_\_ Advertising Sale of Assets
- \$ \_\_\_\_\_ Actual Cost of Noticing, Copying and Postage
- \$ \_\_\_\_\_ Storage of Estate Assets and/or Books and Records
- \$ \_\_\_\_\_ Long Distance Telephone
- \$ \_\_\_\_\_ Expedited Mail
- \$ \_\_\_\_\_ Teletransmission
- \$ \_\_\_\_\_ Delivery of Documents
- \$ \_\_\_\_\_ Filing and Process Serving
- \$ \_\_\_\_\_ Bank Charges for Research and/or Copies
- \$ \_\_\_\_\_ Clerk's Charges
- \$ \_\_\_\_\_ Court Reporting Fees
- \$ \_\_\_\_\_ Witness Fees
- \$ \_\_\_\_\_ Transcript Fees
- \$ \_\_\_\_\_ Notary Fees
- \$ \_\_\_\_\_ Recording Fees

*(Continued on next page)*

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\$ \_\_\_\_\_ Trustee Travel and Lodging (includes lodging, meals, mileage and parking)

\$ \_\_\_\_\_ Other:

**Total:** \$ \_\_\_\_\_ Estimated Recurring Monthly Expenditures During the Cash Disbursement Period

**Total Estimated Other Expenses During the Cash Disbursement Period for Which Court Approval is Sought at this Time:**

\$ \_\_\_\_\_ Locksmith Services

\$ \_\_\_\_\_ Initial Moving and Storage Costs; Books and Records and/or Property of the Estate

\$ \_\_\_\_\_ Advertising Sale of Assets

\$ \_\_\_\_\_ Books and Records Destruction Costs

\$ \_\_\_\_\_ Taxes payable pursuant to 11 U.S.C. § 503 (b)(1)(B), but not preconversion taxes

\$ \_\_\_\_\_ Other:

\$ \_\_\_\_\_ Other:

\$ \_\_\_\_\_ Other:

**Total:** \$ \_\_\_\_\_ Estimated Other Expenses During the Cash Disbursement Period

The foregoing expenditures are justified by the following facts: