



3. Cash disbursements period: \_\_\_\_\_ to \_\_\_\_\_.
4. A detailed analysis and justification of the trustee's expenses is included in Exhibit B.
5. Final approval of all expenditures will be sought when the trustee files a Final Account and Report (including those paid in accordance with LBR 2016-2).

Date: \_\_\_\_\_

\_\_\_\_\_  
*Signature of the chapter 7 trustee or the trustee's attorney*

\_\_\_\_\_  
*Printed name of the chapter 7 trustee or the trustee's attorney*

**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.

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Printed Name*

\_\_\_\_\_  
*Signature*

**EXHIBIT "A"**

**SUMMARY/STATUS OF CASE:**

This cash disbursement motion is filed pursuant to LBR 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:*

**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
- \$ \_\_\_\_\_ Trustee Travel and Lodging (includes lodging, meals, mileage and parking)
- \$ \_\_\_\_\_ Other: \_\_\_\_\_
- \$ \_\_\_\_\_ Other: \_\_\_\_\_

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

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

\$ \_\_\_\_\_ 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

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

\$ \_\_\_\_\_ Prepetition taxes payable pursuant to 11 U.S.C. § 507(a)(2)

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

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

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

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

The foregoing expenditures are justified by the following facts:

## 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 entitled: **NOTICE OF MOTION AND MOTION UNDER LBR 2016-2 FOR APPROVAL OF CASH DISBURSEMENTS BY THE TRUSTEE; OPPORTUNITY TO REQUEST HEARING; AND DECLARATION OF TRUSTEE** 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 stated below:

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

Service information continued on attached page

**2. SERVED BY UNITED STATES MAIL:**

On *(date)* \_\_\_\_\_, I served the following persons and/or entities at the last known addresses 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 addressed 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

**3. SERVED BY PERSONAL DELIVERY, OVERNIGHT MAIL, FACSIMILE TRANSMISSION OR EMAIL** *(state method for each person or entity served)*: Pursuant to F.R.Civ.P. 5 and/or controlling LBR, on *(date)* \_\_\_\_\_, I served the following persons and/or entities by personal delivery, overnight mail service, 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 personal delivery on, or overnight mail 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 that the foregoing is true and correct.

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Printed Name*

\_\_\_\_\_  
*Signature*

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This form is optional. It has been approved for use in the United States Bankruptcy Court for the Central District of California.