**REQUEST FOR RESERVE DISBURSEMENT**

**1 – If Ad Valorem/HOA Reserve: [Insert Property Address]**

**2 – [Insert Relevant Tax/HOA Year]**

The Debtor(s) submit this Request for Reserve Disbursement to the Chapter 13 Trustee for payment within 45 days from the date of the request. If the balance on hand in applicable reserve is sufficient to satisfy Line 2 at the time of actual disbursement, Trustee is authorized to pay the amount due as reflected on attached statements.

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Disbursement is requested from (check only one):  Ad valorem tax reserve  Homeowner’s Association fee reserve  Federal income taxes  Other | | \_\_\_\_\_\_  \_\_\_\_\_\_  \_\_\_\_\_\_  \_\_\_\_\_\_ |
| 2 | Amount due as reflected on attached statements | | $0.00\* |
| 3 | Balance on hand in applicable reserve account per trustee’s website as of date of the notice | | $0.00 |
| 4 | Requested payment by Trustee (lesser of line 2 and line 3) | | $0.00 |
|  | | | |
| 5 | Name of payee |  | |
| 6 | Payee’s address |  | |
| 7 | Payee City, State, ZIP |  | |
| 8 | Payee account number for debtor |  | |

Attached are invoices, tax statements or other documents evidencing the Debtor(s)’ obligation to pay the amounts reflected in line 1 of the preceding table.

\*If there is an inconsistency with the amount in Line 2 and the statement amount, Trustee will honor the amount due per the statement.

Dated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[SIGNATURE BLOCK]