

**R. Clinton Stackhouse, Jr.  
Standing Chapter 13 Trustee  
7021 Harbour View Boulevard, Suite 101  
Suffolk, VA 23435  
757-333-4000**

**AUTHORIZATION FOR ELECTRONIC DISBURSEMENTS**  
(Please return completed form to LFrench@rcsch13.com)

**Attorney Requesting Electronic Disbursement:**

Requesting Attorney Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Requesting Attorney Bank Name: \_\_\_\_\_

Bank Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**ACH Coordinator – (Bank Contact):**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

**Account Information:**

Account Name: (Explain if not law firm operating account) \_\_\_\_\_

Routing Transit Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

Account Type: (i.e. checking) \_\_\_\_\_

**R. Clinton Stackhouse, Jr., Standing Chapter 13 Trustee, hereafter called TRUSTEE, is hereby authorized to initiate credit entries to the account indicated above. This authority is to remain in full force and effect until TRUSTEE has received written notification from me or other authorized representative of its termination in such time and in such manner as to afford TRUSTEE a reasonable opportunity to act on it. This authorization will terminate if TRUSTEE discontinues the Electronic Creditor Disbursement Program.**

The attorney signing below represents, (“the Requesting Attorney”) agrees and warrants as follows:

1. That if the Requesting Attorney is making this request on behalf of an entity, (i.e. law firm, P.C., L.L.C, etc.) other than as an individual practicing law, he or she is authorized by such entity to make such request;
2. That the Requesting Attorney will hold the Trustee harmless against claims concerning disputes regarding deposits of attorney fees and costs into this account including disputes related to attorneys leaving law firms, law firm dissolution, substitution of counsel, and similar issues.

\_\_\_\_\_  
Entity on whose behalf this request is made

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Authorizing Signature

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Email Address

Please choose from the following three options how you wish to receive voucher information associated with any EFT transaction:

\_\_\_\_\_ 1. Through your 13network.com account.

\_\_\_\_\_ 2. Through the National Data Center (NDC) website.

\_\_\_\_\_ 3. Via email.

Also, please note that all disbursements made during the month on individual cases, rather than on the Trustee’s general disbursement day at month-end, will continue to be sent via paper check.