**REQUEST FOR FUNDS TO BE RELEASED – FORM 76**

**(TO BE COMPLETED BEFORE FORM 77)**

|  |  |
| --- | --- |
| **Service User** |  |
| **Liquid Logic ID** |  |
| **Type of case** |  |
| **Reason for request** |  |
| **Date of request** |  |
| **Funds requested by**  **(COP Team)** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Records** | **Checked by** | **Comments** | **Balance** |
| Outstanding Deputy Fees that have not been collected |  |  |  |
| Winding Up fee £300.00 |  |  |  |
| Debtors Account O/S balance |  |  |  |
| PFS Account Balance |  |  |  |
| Money owed to GL code 03664 |  |  |  |
| Residential Care Balance sheet/Deferred Payment outstanding (Property) |  |  |  |
| Residential Care Balance sheet (COP) |  |  |  |
| Returned Personal Allowance |  |  |  |
| Any other outstanding debts to others i.e. utility companies, providers etc. |  |  |  |
| **Agreed total amount to refund** |  |  |  |

**Agreed by Manager ………………………………………Date: ………………………..**