



## Michigan Supreme Court

State Court Administrative Office

**Field Services Division**

Michigan Hall of Justice

P.O. Box 30048

Lansing, Michigan 48909

Phone (517) 373-4835

Ryan P. Gamby  
Field Services Director

### MEMORANDUM

DATE: November 1, 2024  
FROM: SCAO Forms Team  
RE: Creation of CC 540 and CC 541

---

Below are SCAO-approved court forms that were recently created. Copies of the new forms, along with instructions for use, are provided.

**Because these are new forms, updates are likely. Please be mindful of this if printing forms.**

---

**[\\*NEW FORM\\* CC 540, Motion to Claim Remaining Proceeds from Tax Foreclosure Sale On or After July 18, 2020](#)**

*Most recent update:* (11/24) version

*Use of previously approved version:* NEW FORM – For use beginning November 1, 2024.

This form is for use in proceedings under MCL 211.78t. A [copy of CC 540](#) is attached.

---

**[\\*NEW FORM\\* CC 541, Motion to Claim Remaining Proceeds from Tax Foreclosure Sale Before July 18, 2020](#)**

*Most recent update:* (11/24) version

*Use of previously approved version:* NEW FORM – For use beginning November 1, 2024.

This form is for use in proceedings under MCL 211.78t. A [copy of CC 541](#) is attached.

---

Email: [CourtFormsInfo@courts.mi.gov](mailto:CourtFormsInfo@courts.mi.gov).

# NEW FORM

<b>STATE OF MICHIGAN JUDICIAL CIRCUIT COUNTY</b>	<b>MOTION TO CLAIM REMAINING PROCEEDS FROM TAX FORECLOSURE SALE ON OR AFTER JULY 18, 2020</b>	<b>CASE NO. and JUDGE</b>
--	---	---------------------------

Court address

Court telephone no.

Plaintiff's name, address, and telephone no.
Plaintiff's attorney, bar no., address, and telephone no.

v

Defendant's name, address, and telephone no.
Defendant's attorney, bar no., address, and telephone no.

**Use note:** Use this form if the foreclosure sale or transfer occurred **on or after July 18, 2020**. Otherwise, use form CC 541. This motion is filed in the same proceeding in which the judgment of foreclosure was entered. This motion must be filed during the period of **February 1 through May 15** immediately following the foreclosure sale or transfer.\*

### MOTION

1. I, \_\_\_\_\_, a claimant, am seeking  all  some portion of the  
Name of claimant  
remaining proceeds from the sale or transfer of tax-foreclosed property.  
I  am  am not representing myself.

2. The judgment of foreclosure was entered on \_\_\_\_\_ .  
Date

3. Sale or transfer of the foreclosed property occurred on \_\_\_\_\_ .  
Date

4. Immediately before the property's foreclosure, I possessed the following interest in the property:

Description

I had a lien or security interest in the property when the judgment of foreclosure was effective. The amount owed to me is \$ \_\_\_\_\_. My priority is \_\_\_\_\_.

The required documentation of my interest in the property immediately before its foreclosure  
 is  is not included with this motion.

5. The specific basis for my claim to remaining proceeds is as follows:

\*Exceptions may apply.

6.  a. I  did  did not transfer my interest in the property before the judgment of foreclosure was effective.  
 b. My interest in the property was not otherwise divested before the judgment of foreclosure was effective.
7. I or an entity in which I held a direct or indirect interest  did  did not purchase the property under MCL 211.78m.
8. I  do  do not hold a direct or indirect interest in the property as of the filing of this motion.

I declare under the penalties of perjury that this motion has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of claimant or claimant's representative

\_\_\_\_\_  
Name (type or print)

\_\_\_\_\_  
Address for service

\_\_\_\_\_  
City, state, zip Telephone no.

**CERTIFICATE OF MAILING**

I served a copy of this motion on the foreclosing governmental unit by first-class mail as specified in MCR 2.107(C)(3). I declare under the penalties of perjury that this certificate of mailing has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

# NEW FORM

<b>STATE OF MICHIGAN JUDICIAL CIRCUIT COUNTY</b>	<b>MOTION TO CLAIM REMAINING PROCEEDS FROM TAX FORECLOSURE SALE BEFORE JULY 18, 2020</b>	<b>CASE NO. and JUDGE</b>
--	--	---------------------------

Court address

Court telephone no.

Plaintiff's name, address, and telephone no.
Plaintiff's attorney, bar no., address, and telephone no.

v

Defendant's name, address, and telephone no.
Defendant's attorney, bar no., address, and telephone no.

**Use note:** Use this form if the foreclosure sale or transfer occurred **before July 18, 2020**. Otherwise, use form CC 540. This motion is filed in the same proceeding in which the judgment of foreclosure was entered.

### MOTION

1. I, \_\_\_\_\_, a claimant, am seeking  all  some portion of the remaining proceeds from the sale or transfer of tax-foreclosed property.  
I  am  am not representing myself.

2. The judgment of foreclosure was entered on \_\_\_\_\_ .  
Date

3. Sale or transfer of the foreclosed property occurred on \_\_\_\_\_ .  
Date

4. The parcel identification number of the property sold or transferred is \_\_\_\_\_ .  
The address of the property is (if available) \_\_\_\_\_ .

5. Immediately before the property's foreclosure, I possessed the following interest in the property:  
Description \_\_\_\_\_ .

I had a lien or security interest in the property when the judgment of foreclosure was effective. The amount owed to me is \$ \_\_\_\_\_ . My priority is \_\_\_\_\_ .

6.  a. All other known interests in the property held by any entity or person immediately before foreclosure, including liens or mortgages, are: (Include additional sheets as needed.) \_\_\_\_\_ .

b. I possessed the sole interest in the property at the time of foreclosure.

7. The required documentation of my interest in the property  is  is not included with this motion.

8. The specific basis for my claim to remaining proceeds is as follows: (Include additional sheets as needed.)

9.  a. I  did  did not transfer my interest in the property before the judgment of foreclosure was effective.

b. My interest in the property was not otherwise divested before the judgment of foreclosure was effective.

10. I or an entity in which I held a direct or indirect interest  did  did not purchase the property under MCL 211.78m.

11. I  do  do not hold a direct or indirect interest in the property as of the filing of this motion.

I declare under the penalties of perjury that this motion has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of claimant or claimant's representative

\_\_\_\_\_  
Name (type or print)

\_\_\_\_\_  
Address for service

\_\_\_\_\_  
City, state, zip

\_\_\_\_\_  
Telephone no.

**CERTIFICATE OF MAILING**

I served a copy of this motion on the foreclosing governmental unit by first-class mail as specified in MCR 2.107(C)(3). I declare under the penalties of perjury that this certificate of mailing has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature