

**CITY OF MISSION VIEJO
TIME CERTIFICATE OF DEPOSIT**

DEFINITIONS:

Assignor	Person depositing funds for certificate.
Assignee	City of Mission Viejo.
Federal Insurance Agency	Name of federal agency insuring the bank or savings and loan association issuing certificate.

INSTRUCTIONS FOR COMPLETING CERTIFICATE OF DEPOSIT FORM:

1. Certificate to be made payable to City of Mission Viejo.
2. Minimum maturity date shown on certificate shall be six (6) months.
3. Face of certificate needs to state funds will be automatically renewed after maturity date.
4. Attach notary acknowledgments for signatures of authorized officer of bank or savings and loan association and assignor.
5. Submit original certificate or passbook and certificate of deposit form.

**CERTIFICATE OF DEPOSIT
ASSIGNMENT**

TO: CITY OF MISSION VIEJO
Public Works Department
200 Civic Center
Mission Viejo, California 92691

DATE: _____
CERTIFICATE OF DEPOSIT NO.: _____
AMOUNT: \$ _____

_____ [Name], hereinafter referred to as "Assignor", whose address is _____, does hereby assign and set over to City of Mission Viejo hereinafter referred to as Assignee, all right, title and interest of whatever nature, of Assignor, in and to the insured account of Assignor in the _____ [Bank or Savings & Loan Association] evidenced by a time certificate of deposit in the amount of \$ _____, which is delivered to the Assignee herewith. Assignor agrees that this assignment carries with it the right in the insurance of the account by the _____ [Appropriate Federal Insurance Agency] and includes and gives the right to the Assignee to redeem, collect, and withdraw the full amount of such account at any time without notice to the Assignor. Assignor agrees that this assignment is given as security for the following:

Completion of Grading and Improvements at: _____ [Project Address] (Grading Permit No. _____) and that the Assignee may, without notice to Assignor, redeem, collect and withdraw the account for the purpose of having not fulfilled the above agreement.

_____ [Bank or Savings & Loan Association] acknowledges the assignment of the account and certificate identified above to the Assignee.

(Assignor)

Dated: _____

(Notary Acknowledgement Attached)

RECEIPT FOR NOTICE OF ASSIGNMENT

Receipt is hereby acknowledged to the Assignee of written notice of the Assignment to said Assignee of the account and certificate identified above. We have noted in our records the Assignee's interest in said account as shown by the above assignment and have retained a copy of this document. We hereby certify that we have received no notice of lien, encumbrance, hold, claim, or obligation of the above-identified account prior to the assignment to the Assignee. We agree to make payment to the Assignee immediately upon request.

(Authorized Officer)

Dated: _____

(Bank or Savings & Loan Association)

(Address)

(Notary Acknowledgments Attached)