

**HOUSING + COMMUNITY INVESTMENT DEPARTMENT
CITY OF LOS ANGELES**

SUBRECIPIENT RELEASE

Pursuant to the terms of Agreement No. _____ and in consideration of the
sum of _____ dollars/cents, \$ _____,
(Total accrued expenditures) *(Dollars/Cents)*

Which has been, or is to be paid under the said Agreement to:

(Subrecipient's Name and Address)

hereafter called the Sub recipient or to its assignees, if any, the Subrecipient upon
payment of the said sum by the Housing + Community Investment Department, City of
Los Angeles, hereafter, called the City, does remit, release, and discharge the City, its
officers, agents and employees, of and from all liabilities, obligations, claims, and
demand whatsoever under or rising from the said Agreement.

IN WITNESS WHEREOF, this release has been executed this _____ day of
_____, _____.

Subrecipient's Authorized Representative

Name

Signature

Title

**HOUSING + COMMUNITY INVESTMENT DEPARTMENT
CITY OF LOS ANGELES**

SUBRECIPIENT'S ASSIGNMENT OF REFUNDS, REBATES AND CREDITS

Subrecipient Name: _____

Street Address: _____ Agreement No.: _____

City, State & Zip: _____, CA _____

Pursuant to the terms of Agreement No. _____, and in consideration of the reimbursement of costs and payment of fee, as provided in the said agreement and any assignment there under, the _____
(Subrecipient's Name)

(hereafter called the Subrecipient), does hereby:

- X Assign, transfer, set over and release to the Housing + Community Investment Department, City of Los Angeles (hereafter called the City), all right, title, and interest thereon, arising out of the performance of said Agreement together with all the rights of action accrued or hereafter accrue there under.

- X Agree to take whatever action may be necessary to effect prompt collection of all such refunds, rebates, credits, or other amounts (including any interest thereon), due or which may become due, and to forward promptly to the City checks (made payable to the City of Los Angeles), for all proceeds so collected. The reasonable cost of any such action to effect collection shall constitute allowable costs and may be applied to reduce any amounts otherwise payable to the City under the terms thereof.

- X Agree to cooperate fully with the City as to any claims or suit in connection with such refunds, rebates, credits, or other amounts due (including any interest thereon); to execute any protest, pleading, application, power of attorney, or other papers in connection therewith; and to permit the City to represent it at any hearing, trial or other proceeding arising out of such claim or suit.

IN WITNESS WHEREOF, this assignment has been executed on this _____ day of _____, _____.

Subrecipient

By: Name

Signature

Title

Employment ID No. _____

CONTRACT CLOSEOUT TAX CERTIFICATION

In the performance of Agreement No. _____, I certify that I have complied with the requirements of the law, and the Housing + Community Investment Department, City of Los Angeles, regarding the obtaining of employer identification/account numbers, collection, payment, deposit, and reporting of Federal, State and local taxes and the provision of W-2 forms to employees/enrollees who are not now my employees. For present employees/enrollees, formerly employed under the award, W-2 forms will be furnished as specified in Circular E of the Employers' Tax Guide.

IN WITNESS WHEREOF, this assignment has been executed this _____ day of _____, _____.

Subrecipient

Signature

Address