

**COMMUNITY INVESTMENT FOR FAMILIES 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 Community Investment for Families 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*

**COMMUNITY INVESTMENT FOR FAMILIES 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 Community Investment for Families 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 Community Investment for Families 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*