

BEVERLY HILLS UNIFIED SCHOOL DISTRICT

**Human Resources
255 S. Lasky Drive
Beverly Hills, California 90212
(310) 551-5100 ext. 2236/2237**

WARRANT RECIPIENT DESIGNATION

In the event of your death, salary or other monies may be owed to you as an employee of our district. The form below permits immediate release of any warrants (checks) to a person you designate. This can often greatly assist in time of family stress or financial needs. Please complete this form and return it to the district Human Resources Office.

As provided in Section 53245 of the California Government Code, in the event of my death, I hereby designate the following person (designee) to receive any and all warrants payable to me:

Name of Designee:	_____
Relationship:	_____
Address:	_____
City/State/Zip Code:	_____

This designation form cancels and replaces any designation previously signed for this purpose and shall remain in effect until cancelled in my writing. It is understood and agreed that the school district/agency is not obligated to deliver said warrants to the designee unless the designated person claims such warrants from the school district and provide sufficient proof of identity. A person so designated may negotiate the warrant(s) as if the payee.

School District/Agency:	Beverly Hills Unified School District
Employee Name (printed):	_____
Signature:	_____
Date:	_____

Please return to Human Resources Department when completed.