(Date)

ASSIGNMENT OF MONEY BY PARTY TO WHOM UNIVERSITY IS DIRECTLY INDEBTED

Name of Party to Whom UNIVERSITY is Indebt	ed)	•	
Address)	(City)	(State)	(Zlp Code)
hereinafter referred t	to as "CONTRACTOR", requests the	UNIVERSITY to pa	y
· \$	now due d	or to become due ar	nd owing
(Specify total amount or the			J
the CONTRACTOR from the UNIVE			
		(Contract No., Purchase	Order No.)
hereafter referred to as the "CONTRA	CT') to the order of		
		(Name)	
Address)	(City)	(State)	(Zip Code)
ereinafter referred to as "PAYEE", su	biect to the conditions set forth bei	rein.	
isposed of the money due or to become attachments outstanding affecting to the UNIVERSITY consents to the UNIVERSITY does not assume anotherwise, between or among the CO	the same in any way. pay the amount designated by the ny obligation, duty or liability whats NTRACTOR and the designated P.	CONTRACTOR, and over under any against the contractor and against the contr	ders, garnishments d by such conser peement, written of person(s) or entity
The UNIVERSITY consents to the UNIVERSITY consents to the UNIVERSITY does not assume anotherwise, between or among the COntotwithstanding any provision, term of paying as designated by the CONTOF LABOR AND INDUSTRIAL RELATION FOR DEPARTMENT OF TAXATION for deliming claim outstanding against the CONTOR UNIVERSITY may withhold any stamages, offset or otherwise, and that	me due under the CONTRACT, and the same in any way. pay the amount designated by the my obligation, duty or liability whatson the designated Proceedition in or constituting said a RACTOR is also subject to any with lons for violations under Chapter inquent taxes; and by any other department to the designated PAYEE. Some due to the agency from the sat the UNIVERSITY's consent hereto.	that there are no order CONTRACTOR, and oever under any agayeE or any other greement. The UNInholding request by 104, Hawai'i Revise partment of the STA Further, it is expres CONTRACTOR, who	ders, garnishments of by such conservation of the person of the DEPARTMEN and Statutes; by the DEPARTMEN of Statutes; by the sty understood that ether by liquidate
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(Senior Vice President for Administration, University of Hawai'i)

INSTRUCTIONS AND EXPLANATION FOR FILLING IN FORM 90

ASSIGNMENT OF MONEY BY PARTY TO WHOM THE UNIVERSITY IS DIRECTLY INDEBTED

1. Signatures and Notarizations.

a. Corporation: If the CONTRACTOR is a corporation, the officers or other persons authorized to

sign on behalf of the corporation, as evidenced by a corporate resolution, should sign and have their signatures acknowledged before a notary, using a corporate

acknowledgment form.

b. Partnership: If the CONTRACTOR is a partnership, the partners should sign and have their

signatures acknowledged before a notary, using a partnership acknowledgment

form.

c. Sole Proprietor: If the CONTRACTOR is an individual, i.e., doing business as a sole proprietorship,

the owner's signature should be acknowledged before a notary, using an individual

acknowledgment form.

2. Number of Copies.

Three (3) copies of the form are to be prepared and submitted to the Office of Procurement, Real Property and Risk Management, University of Hawaii, 1400 Lower Campus Road, Room 15, Honolulu, Hawaii 96822.

3. Distribution.

Copy #1 OPRPRM

#2 PAYEE

#3 CONTRACTOR

4. Cancellation or Reduction of Assignment.

Cancellation or reduction of this assignment must be requested, in writing, supported by a written statement from the PAYEE consenting to the cancellation or reduction.