

# ASSIGNMENT OF PAYMENT

## INSTRUCTIONS FOR COMPLETING STATE ACCOUNTING FORM C-30 (REV. 7/1/95):

1. Complete original and three (3) copies of Form C-30 (photocopies **will not** be accepted).
2. **Contract Number or Purchase Order Number** must be shown on appropriate line along with **Project Title and D.A.G.S. Job Number(s)** - see attached sample. **Attach copy of purchase order, if applicable.**
3. Signatures and Notarizations: Comply with Instruction #6 on back side of Form C-30.
4. Submit completed Form C-30 to:

Room 423  
Inspection Branch  
Division of Public Works  
Department of Accounting & General Services  
Honolulu, Hawaii 96813

**NOTE: DO NOT COMPLETE BACK SIDE OF FORM-30 (INSTRUCTIONS AND EXPLANATION FOR FILLING FORM).**

STATE OF HAWAII

ASSIGNMENT OF MONEY BY PARTY TO WHOM  
STATE IS DIRECTLY INDEBTED  
(Pursuant to Section 40-58, Hawaii Revised Statutes)

TO THE COMPTROLLER, STATE OF HAWAII:

Rolair Systems, Inc.

(Name of Party to Whom STATE is indebted)

P. O. Box 30363  
(Address)

Santa Barbara  
(City)

CA  
(State)

93105  
(Zip Code)

hereinafter referred to as "CONTRACTOR", requests the COMPTROLLER to pay by a check or checks

\$ 30,000.00

(Specify total amount of check or the words "All sums")

, now due or to become due and owing to the CONTRACTOR

Contract No. 13579. DAGS Job #12-16-2468

MCKINLEY HIGH SCHOOL  
EIGHT CLASSROOM BLDG.

Dept. of Accounting  
and General Services

from the STATE OF HAWAII under

(Contract No. or Purchase Order No.)

(Name of State Department or Agency)

(hereinafter referred to as the "CONTRACT") to the order of

State Tax Collector

(Name)

P. O. Box 259  
(Address)

Honolulu  
(City)

HI  
(State)

96809  
(Zip Code)

hereinafter referred to as "ASSIGNEE", subject to the conditions set forth herein.

(Assignee No.-Sfx.)

The CONTRACTOR warrants and represents that he/she/it has not heretofore sold, assigned, or otherwise disposed of the money due or to become due under the CONTRACT, and that there are no orders, garnishments, or attachments outstanding affecting the same in any way.

The STATE consents to draw the check(s) for the amount designated by the CONTRACTOR, and by such consent the STATE does not assume any obligation, duty or liability whatsoever under any agreement, written or otherwise, between or among the CONTRACTOR and the designated ASSIGNEE or any other person(s) or entity, notwithstanding any provision, term or condition in or constituting said agreement. The STATE's consent to drawing the check as designated by the CONTRACTOR is also subject to any withholding request by the DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS for violations under Chapter 104, Hawaii Revised Statutes; by the DEPARTMENT OF TAXATION for delinquent taxes; and by any other department of the STATE OF HAWAII for any claim outstanding against the CONTRACTOR or designated ASSIGNEE. Further, it is expressly understood that the applicable STATE contracting agency may withhold any sums due to the agency from the CONTRACTOR, whether by liquidated damages, offset or otherwise, and that the STATE's consent hereto is limited strictly to those sums which may be owing to the CONTRACTOR pursuant to the CONTRACT.

The CONTRACTOR hereby releases and forever discharges the STATE from any and all liability whatsoever on account of any and all moneys paid to the ASSIGNEE, pursuant to this ASSIGNMENT.

Evidence of authority to sign this ASSIGNMENT on behalf of the CONTRACTOR must be submitted with this ASSIGNMENT in a form satisfactory to the COMPTROLLER.

(see Instruction #6 on back of this form)

(Signature)

(Title)

(Date)

Consent to the above ASSIGNMENT is hereby granted.

(COMPTROLLER, STATE OF HAWAII)

(Date)

STATE OF HAWAII  
REQUEST TO DRAW WARRANT(S) TO ORDER OF  
PAYEE DESIGNATED BY PARTY TO WHOM STATE IS INDEBTED  
(Pursuant to Section 40-58, Hawaii Revised Statutes)

(INSTRUCTIONS)

STAFF SERVICES (GRACE) PROVIDES  
BRANCHES WITH FORM C-30.

8/3/94

PROCESSING ASSIGNMENT FORMS

1. When Contractor/Consultant is referred to as "CONTRACTOR" (Contract Numbers **without** an alphabet - see attached Sample #1):
  - a. Contractor/Consultant completes Form C30 - original and three (3) copies (photocopies not allowed).
  - b. Contractor/Consultant submits completed Form C30 to Inspection Branch.
  - c. Engineer verifies Contract Number, DAGS Job. No., Project Title and Amount. **If P.O. job, copy must be attached.**
  - d. Engineer must also verify that the appropriate acknowledgment form is attached (see instruction #6 on back of Form C30).
  - e. Fill in Assignee No. by looking up number in the Vendor Code Log. If Contractor/Consultant is not listed, have clerical staff prepare Vendor Table Maintenance (original & a copy). Route together with Form C-30 and memo to Accounting Division.
  - f. Engineer attaches memo to Accounting Division on the top of Form C30.
  - g. Routing: (1) Branch Chief  
(2) Fiscal Office  
~~(3) Accounting Division~~
  - h. Pre-Audit Branch will distribute forms.
  
2. When DAGS is referred to as "CONTRACTOR" (Contract Numbers **with** an alphabet):
  - a. Inspection Branch completes Form C30 - original and three (3) copies (photocopies not allowed).
  - b. Complete form as shown on attached Sample #2.
  - c. Retain one (1) copy for Engineer's project file before routing. Stamp "Office copy" and the date processed in upper right corner of form.
  - d. Routing: (1) Branch Chief  
(2) State Public Works Engineer  
(3) Comptroller  
(4) Staff Services (Lloyd Ogata)
  - e. Staff Services (L. Ogata) will distribute forms.

8/3/94

PROCESSING ASSIGNMENT FORMS

1. When Contractor/Consultant is referred to as "CONTRACTOR" (Contract Numbers **without** an alphabet - see attached Sample #1):
  - a. Contractor/Consultant completes Form C30 - original and three (3) copies (photocopies not allowed).
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  - d. Engineer must also verify that the appropriate acknowledgment form is attached (see instruction #6 on back of Form C30).
  - e. Fill in Assignee No. by looking up number in the Vendor Code Log. If Contractor/Consultant is not listed, have clerical staff prepare Vendor Table Maintenance (original & a copy). Route together with Form C-30 and memo to Accounting Division.
  - f. Engineer attaches memo to Accounting Division on the top of Form C30.
  - g. Routing: (1) Branch Chief  
(2) Fiscal Office  
~~(3) Accounting Division~~
  - h. Pre-Audit Branch will distribute forms.
  
2. When DAGS is referred to as "CONTRACTOR" (Contract Numbers **with** an alphabet):
  - a. Inspection Branch completes Form C30 - original and three (3) copies (photocopies not allowed).
  - b. Complete form as shown on attached Sample #2.
  - c. Retain one (1) copy for Engineer's project file before routing. Stamp "Office copy" and the date processed in upper right corner of form.
  - d. Routing: (1) Branch Chief  
(2) State Public Works Engineer  
(3) Comptroller  
(4) Staff Services (Lloyd Ogata)
  - e. Staff Services (L. Ogata) will distribute forms.

STATE OF HAWAII

SAMPLE

# 1

ASSIGNMENT OF MONEY BY PARTY TO WHOM STATE IS DIRECTLY INDEBTED (Pursuant to Section 40-58, Hawaii Revised Statutes)

TO THE COMPTROLLER, STATE OF HAWAII:

Rolair Systems, Inc.

(Name of Party to Whom STATE is Indebted)

P. O. Box 30363 Santa Barbara CA 93105 (Address) (City) (State) (Zip Code)

hereinafter referred to as "CONTRACTOR", requests the COMPTROLLER to pay by a warrant or warrants

\$ 30,000.00 now due or to become due and owing to the CONTRACTOR

(Specify total amount of warrant or the words "All sums")

Contract #11111, DAGS Job #12-16-1111

McKinley High School, Eight

Dept. of Accounting &

from the STATE OF HAWAII under Classroom Building

General Services

(Contract No. or Purchase Order No.)

(Name of State Department or Agency)

(hereinafter referred to as the "CONTRACT") to the order of State Tax Collector (Name)

P. O. Box 259 Honolulu HI 96809 (Address) (City) (State) (Zip Code)

12345 - 00 hereinafter referred to as "ASSIGNEE", subject to the conditions set forth herein.

(Assignee No.-Sfx.)

The CONTRACTOR warrants and represents that he/she/it has not heretofore sold, assigned, or otherwise disposed of the money due or to become due under the CONTRACT, and that there are no orders, garnishments, or attachments outstanding affecting the same in any way.

The STATE consents to draw the warrant(s) for the amount designated by the CONTRACTOR, and by such consent the STATE does not assume any obligation, duty or liability whatsoever under any agreement, written or otherwise, between or among the CONTRACTOR and the designated ASSIGNEE or any other person(s) or entity, notwithstanding any provision, term or condition in or constituting said agreement. The STATE's consent to drawing the warrant as designated by the CONTRACTOR is also subject to any withholding request by the DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS for violations under Chapter 104, Hawaii Revised Statutes; by the DEPARTMENT OF TAXATION for delinquent taxes; and by any other department of the STATE OF HAWAII for any claim outstanding against the CONTRACTOR or designated ASSIGNEE. Further, it is expressly understood that the applicable STATE contracting agency may withhold any sums due to the agency from the CONTRACTOR, whether by liquidated damages, offset or otherwise, and that the STATE's consent hereto is limited strictly to those sums which may be owing to the CONTRACTOR pursuant to the CONTRACT.

The CONTRACTOR hereby releases and forever discharges the STATE from any and all liability whatsoever on account of any and all moneys paid to the ASSIGNEE, pursuant to this ASSIGNMENT.

Evidence of authority to sign this ASSIGNMENT on behalf of the CONTRACTOR must be submitted with this ASSIGNMENT in a form satisfactory to the COMPTROLLER.

see instruction #6 on back of form ->

(Signature)

(Title)

(Date)

(COMPTROLLER, STATE OF HAWAII)

(Date)

Consent to the above ASSIGNMENT is hereby granted.

CORPORATE RESOLUTION (SAMPLE)

I, John Doe, Secretary of XYZ Corporation, a Hawaii corporation, do hereby certify that the following is a true and correct copy of a resolution duly adopted by the Board of Directors of said corporation at a meeting called and held at the office of the corporation on the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_ at which a quorum was present and acting throughout; and that said resolution has not been modified, amended or rescinded and continues in full force and effect:

"Resolved that the President, Vice-President or Secretary be, and they are hereby authorized and empowered to sell, assign, and transfer, on behalf of the corporation, all or any part of the proceeds of any contract or agreement entered into between said corporation and the State of Hawaii."

IN WITNESS WHEREOF, I have hereunto subscribed my signature and affixed the seal of said corporation this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

\_\_\_\_\_  
John Doe, Secretary







EXHIBIT "B"

STATE OF HAWAII

COUNTY OF KAUAI

Subscribed and sworn to before me this 12th day of August, 1997

*James Lee Young*

Notary Public, Fifth Judicial Circuit

My commission expires: June 7, 1998

*W*

*WRONG*  
*SEE ATTACHED*  
*SAMPLE*

|

ATTACHING A SHEET LIKE THIS TO AN ASSIGNMENT FORM IS INSUFFICIENT!  
IT ONLY REFLECTS NOTARIZATION OF A SIGNATURE.



SAMPLE

ASSIGNMENT OF MONEY BY PARTY TO WHOM  
STATE IS DIRECTLY INDEBTED  
(Pursuant to Section 40-58, Hawaii Revised Statutes)

#2

TO THE COMPTROLLER, STATE OF HAWAII:

Department of Accounting and General Services

(Name of Party to Whom STATE is Indebted)

1151 Punchbowl Street Honolulu HI 96813  
(Address) (City) (State) (Zip Code)

hereinafter referred to as "CONTRACTOR", requests the COMPTROLLER to pay by a warrant or warrants

\$ 246,377.18 (contract amt. plus \_\_\_\_\_, now due or to become due and owing to the CONTRACTOR  
(Specify total amount of warrant or the words "All sums") contingency)

Contract No.  
DAGS Job No.  
Project Title

(Contract No. or Purchase Order No.)

DAGS

(Name of State Department or Agency)

(hereinafter referred to as the "CONTRACT") to the order of Koga Engineering & Construction, Inc.

(Name)

846 South Hotel Street Honolulu HI 96813  
(Address) (City) (State) (Zip Code)

(leave blank) hereinafter referred to as "ASSIGNEE", subject to the conditions set forth herein.

(Assignee No.-Sfx.)

The CONTRACTOR warrants and represents that he/she/it has not heretofore sold, assigned, or otherwise disposed of the money due or to become due under the CONTRACT, and that there are no orders, garnishments, or attachments outstanding affecting the same in any way.

The STATE consents to draw the warrant(s) for the amount designated by the CONTRACTOR, and by such consent the STATE does not assume any obligation, duty or liability whatsoever under any agreement, written or otherwise, between or among the CONTRACTOR and the designated ASSIGNEE or any other person(s) or entity, notwithstanding any provision, term or condition in or constituting said agreement. The STATE's consent to drawing the warrant as designated by the CONTRACTOR is also subject to any withholding request by the DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS for violations under Chapter 104, Hawaii Revised Statutes; by the DEPARTMENT OF TAXATION for delinquent taxes; and by any other department of the STATE OF HAWAII for any claim outstanding against the CONTRACTOR or designated ASSIGNEE. Further, it is expressly understood that the applicable STATE contracting agency may withhold any sums due to the agency from the CONTRACTOR, whether by liquidated damages, offset or otherwise, and that the STATE's consent hereto is limited strictly to those sums which may be owing to the CONTRACTOR pursuant to the CONTRACT.

The CONTRACTOR hereby releases and forever discharges the STATE from any and all liability whatsoever on account of any and all moneys paid to the ASSIGNEE, pursuant to this ASSIGNMENT.

Evidence of authority to sign this ASSIGNMENT on behalf of the CONTRACTOR must be submitted with this ASSIGNMENT in a form satisfactory to the COMPTROLLER.

\_\_\_\_\_  
(Signature)

STATE PUBLIC WORKS ENGINEER

(Title)

\_\_\_\_\_  
(Date)

Consent to the above ASSIGNMENT is hereby granted.

\_\_\_\_\_  
(COMPTROLLER, STATE OF HAWAII)

\_\_\_\_\_  
(Date)