

TIME CERTIFICATE OR CERTIFICATE OF DEPOSIT

DBO-EL 323A (Rev. 5-16)



If a Time Certificate or Certificate of Deposit is included in your current assets, this may be considered a liquid asset if a letter is obtained from the issuing bank stating the following:

"This letter is to certify that time certificate of deposit (Number) dated (date), in the name of (Name of Escrow Company) and in the amount of \$_____ is not encumbered, pledged or in any manner being held by the bank to secure any obligation due this bank by the company or any of its officers, directors, stockholders, employees or others, and may be withdrawn at any time by the corporation or the Commissioner of Business Oversight or his duly appointed conservator or receiver.

"It is further stated that no 'right of offset' is claimed by this bank against any accounts of the company for any obligations due this bank from any of the officers, directors, stockholders, or employees of the company.

"The statements made above are true and correct as of end of calendar or fiscal year."

This letter should be directed to this Department on the letterhead of the bank. This letter should be attached to your annual report.

DBO's Privacy Notice on Collection

DBO Collects and Uses Personal Information: The DBO collects the information requested on this form as authorized by the California Financial Code section 17210. The DBO uses this information to make a determination that an applicant or a licensee meets the tangible net worth and liquidity requirements. Use of the personal Information DBO collects is subject to limitations contained in the Information Practices Act of 1977 and other applicable state and federal laws.

Providing Personal Information Is Voluntary: You do not have to provide the personal information requested. If you do not want to provide personal information, such as your name, home address or home telephone number, you may remain anonymous. However, we may not be able to contact you or help resolve your issue.

When providing information or documents, please do not include unrequested personal information such as a Social Security number, driver's license number, or financial information.

DBO May Disclose Your Personal Information: We may share your personal information with other federal, state or local law enforcement agencies or a self-regulatory organization as authorized by law. Your personal information may also be disclosed:

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- In response to a Public Records Act request, as allowed by the Information Practices Act.
- To another governmental agency as required by state or federal law.
- In response to a court order or administrative order, a subpoena or a search warrant.

Your Access to Your Personal Information: You may review the records maintained by DBO that contain your personal information. To request access, contact: DBO Privacy Officer, 1515 K Street, Sacramento, CA 95814.