

Designation of Person to Receive Warrant/ Checks Upon Death of Employee

347.1 PURPOSE AND SCOPE

To set forth the policy with respect to designation of person to receive warrants or checks upon death of employee. This policy applies to all employees.

347.2 AUTHORITY AND REFERENCES

- Section 53245, Government Code

347.3 POLICY

County employees may file a Designation of Person to Receive Warrants or Checks Upon Death of Employee.

347.4 INSTRUCTION AND COMMENT

- (a) Section 53245 was added to the Government Code effective November 15, 1968. Under the provisions of this section, County employees may file with the County a "Designation of Person to Receive Warrants or Checks" form. Upon death of the employee, any monies due that employee by the County, including for salary or reimbursement of expense, would be released to the designated person after adequate proof of identity. The designated person would be able to negotiate the warrant or check as if he/she were the payee.
- (b) If you wish to avail yourself of the provision of Government Code Section 53245, we would suggest that you complete the attached "Designation of Person to Receive Warrants or Checks" form. This should be forwarded to the County Personnel Department.
- (c) The above designation will not apply to any warrants or checks payable by the State for death benefits due as a result of membership in the Public Employees Retirement System. The Retirement System pays directly to the named beneficiary in accordance with the Retirement System membership form on file with them. We suggest that you review the named beneficiaries on your copy of the Public Employees Retirement System Membership Form.

Date: 11/09/1988

Attachments:

[1. Designation of Person to Receive Warrant or Checks Form.pdf](#)

Attachments

Designation of Person to Receive Warrant or Checks Form.pdf

COUNTY OF RIVERSIDE

DESIGNATION OF PERSON TO RECEIVE WARRANTS OR CHECKS

UPON DEATH OF EMPLOYEE

(Pursuant to Government Code Section 53245)

In the event of my death, I hereby designate the person named below as being entitled to receive all warrants or checks that will be payable to me by the County of Riverside.

NAME: _____

ADDRESS: _____

RELATIONSHIP: _____

SOCIAL SECURITY NUMBER OF ABOVE PERSON(S): _____

(Note: Identification information will be necessary since warrants and checks can only be delivered to your designee after sufficient proof of identity is supplied.)

DATE: _____

(signature)

(print name)

(social security number)

Government Code Section 53245: DESIGNATION OF PERSON TO RECEIVE WARRANTS OR CHECKS UPON DEATH OF EMPLOYEE

Any person now or hereafter employed by a County, City, Municipal corporation, district, or other public agency may file with his/her appointing power a designation of a person who, notwithstanding any other provision of law, shall, on the death of the employee, be entitled to receive all warrants or checks that would have been payable to the descendant had he/she survived. The employee may change the designation from time to time. A person so designated shall claim such warrants or checks from the appointing power. On sufficient proof of identity, the appointing power shall deliver the warrant or checks to the claimant. A person who receives a warrant or check pursuant to this section is entitled to negotiate it as if he/she were the payee.

IMPORTANT: PLEASE FILL OUT THE ABOVE INFORMATION COMPLETELY. WE CANNOT ACCEPT ANY INCOMPLETE FORM.