

# Release of Collateral Assignment

Please check the box next to your insurance company's name.

ManhattanLife Assurance     Manhattan Life

Policy Number \_\_\_\_\_ on the life of \_\_\_\_\_

For Value received, the assignment dated \_\_\_\_\_

is cancelled, and all interest of the undersigned in policy is released.

Duly executed at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Assignee Name \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Address & Telephone Number \_\_\_\_\_

Title \_\_\_\_\_

Witness \_\_\_\_\_

Relationship \_\_\_\_\_

Address and Telephone Number \_\_\_\_\_

Spouse Signature if Community Property State \***Important:** Signature of wife or husband required if owner is a resident of any of the following states: Arizona, California, Idaho, Louisiana, Nevada, New Mexico, Texas, Washington, and Wisconsin. If there is no spouse, please indicate such.

**The Company assumes no responsibility for the validity or sufficiency of the Release of Assignment.**

## IN THE EXECUTION OF ASSIGNMENTS AND RELEASE OF ASSIGNMENTS:

1. This form should be prepared in duplicate, and both copies should be sent to the Company, one copy to be retained by the Company, the other to be endorsed and returned. If only one copy is submitted, it will be retained by the Company.
2. Full name (no initials) and complete address of the Assignee should be shown.
3. If the Assignee is two or more individuals, include after their names the words to show their respective interests, such as: "jointed or the survivor," or "as tenants in common."
4. No notarial acknowledgement is required, but both copies must be witnessed by a competent, disinterested person.
5. If the Assignee, in the case of Release of Assignment, is a minor, of other person under disability, the Release of Assignment can only be made by an authorized guardian, committee or other legal representative.
6. When a release of Assignment is made by an Executor, Administrator, Guardian, Trustee or other fiduciary currently certified copies of the Court appointment and of the will or trust instrument should be submitted with it.
7. An Assignment continues in effect unless and until a written notice of cancellation has been received by the Home Office of the Company. The Company's form of Release of Assignment must be used.
8. When a Release of Assignment is made by an officer on behalf of a corporation, the seal of the corporation and a certified copy of a resolution of the Board of Directors authorizing it should be attached. When a Release of Assignment is made by a partnership, the signature of one active partner is sufficient.
9. It is NOT necessary to send in policies in connection with Assignments of Releases of Assignments.

### ENDORSEMENT/ACKNOWLEDGEMENT BY COMPANY

The above indicated company acknowledges receipt, on this date, of the foregoing instrument at its Administrative Office, and has filed the request or requests therein contained, subject, however, to the express condition that the policy is in full force on the date of such instrument.

Date \_\_\_\_\_ By Authorized Signature \_\_\_\_\_

**AFTER ACKNOWLEDGEMENT BY THE COMPANY, THIS FORM SHOULD BE FILED WITH THE POLICY.**

### Submit Completed Form to:

Policy Holder Services  
P.O. Box 925989  
Houston, TX 77292

COLLRELEASE-0412

Customer Service Department 1-800-669-9030  
www.manhattanlife.com



ManhattanLife<sup>™</sup>