

## Instructions for CCC-252


### ***INSTRUMENT OF ASSIGNMENT***

Agricultural commodity vendors or export vendors must complete CCC-252 along with the CCC-251, Notice of Assignment, to certify that payments for contract of the Commodity Credit Corporation (CCC) or the United States Department of Agriculture (USDA) be assigned to a third party, an assignee.

For USDA Contracts - Submit the completed and signed original CCC-252 to the appropriate Agricultural Marketing Service (AMS) contract officer in Washington D.C.

For CCC Contracts Submit the completed and signed original CCC-252 to the appropriate Kansas City Commodity Office (KCCO) contract officer in Kansas City, MO.

***Agricultural commodity vendors or export vendors must complete and sign the CCC-252 and attest it with a certified signature and corporate seal.***

<b>Fld Name / Item No.</b>	<b>Instruction</b>
(a) Contract Numbered	Enter the 8-digit contract number.
(b) Dated	Enter the date of contract.
(c) Know All Name by These Presents: that	Enter the company name of the agricultural commodity vendor or export vendor. (Prime Contractor Company)
(d) I (We)	Enter the name of contractor. (Prime Company Officer Name)
(e) This day . . .	Enter the day (in numbers, i.e., 5 <sup>th</sup> , 23 <sup>rd</sup> ).
(f) Month and year	Enter the month and year of assignment to be established.
(g) Do hereby assign to	Bank Name, Address and DUNS (999999999).
(h) Of 	Bank Name
(i) Under Contract No.	Enter the 8-digit contract number.

<b>Fld Name / Item No.</b>	<b>Instruction</b>
(j) Dated	Enter the date of the contract.
(k) Contractor	The person of the contract who authorized the assignment must sign this form with Title.❖ (Prime Company Officer Name)
(l) By	Print form and enter signature of person of the contract who authorized the assignment must sign this form with Title.❖ (Prime Company Officer Name)
(m) Title	Title of Company Officer.
(n) Attest	CCC-252 must be notarized by certified personnel.
(o) Return to	<p>For USDA Contract:❖ to Agricultural Marketing Service (AMS) Contract Officer Name in Washington, D.C.</p> <p>For CCC Contracts Commodity Office (KCCO) Contracting Officer Name Kansas City, MO</p>