

**THIS IS A SAMPLE OF THE FORMAT TO BE FOLLOWED BY THE BANK  
IN THE ISSUANCE OF AN IRREVOCABLE ASSIGNMENT OF ACCOUNT**

**THE OFFICIAL IRREVOCABLE ASSIGNMENT OF ACCOUNT  
LETTER MUST BE ON BANK LETTERHEAD**

**MARYLAND DEPARTMENT  
OF TRANSPORTATION  
STATE HIGHWAY ADMINISTRATION  
ENGINEERING ACCESS PERMITS DIV.  
707 NORTH CALVERT STREET, ROOM C-302  
BALTIMORE, MD 21202**

**DATE: \_\_\_\_\_  
Re: Access Permit  
(MD Rte. No.)  
(Name & Location  
of site applying  
for Permit)**

**Gentlemen:**

*This letter is to verify that (NAME OF BANK), has placed a hold on funds in account number (ASSIGNED ACCOUNT OF PERMITTEE), controlled by the applicant(s) (NAME OF PERMITTEE/APPLICANT). The SHA may draw on these funds not to exceed (DOLLAR AMOUNT), without any documents required.*

*The funds shall cover the cost of construction and/or completion of construction of all the terms and work stipulated in the SHA permit.*

*The Bank agrees that it will not disburse any part of the Account without prior written approval of the State. Upon written request of the State, and without the consent or approval of the Permittee, and notwithstanding any objection on the part of the Permittee, the Bank shall pay the State the entire amount of the Account.*

*It is a condition of this letter that the SHA, upon completion of work stipulated in the SHA permit, notify the Bank by registered letter of such completion and cancel this letter.*

*The Bank hereby agrees to pay funds drawn under and in compliance with the terms of this letter upon presentation.*

*Sincerely,*

**(NAME OF BANK)**

**BY: \_\_\_\_\_  
AUTHORIZED BANK OFFICIAL**

\_\_\_\_\_  
**WITNESS**

*Authorized to honor funds in account # (ASSIGNMENT ACCOUNT OF PERMITTEE)*

\_\_\_\_\_  
**(NAME OF PERMITEE)**

\_\_\_\_\_  
**(WITNESS)**

\_\_\_\_\_  
**(NAME OF PERMITEE)**

\_\_\_\_\_  
**(WITNESS)**