



TRUST ACCOUNT USERS DELEGATION

FOR TRUST ACCOUNT USERS WHO CHOOSE TO MAKE A DELEGATION

FORM 300

Seller of Travel Trust Account Delegation of Trustee Responsibilities

This form should be completed if the statutory trustee of a trust account established and maintained pursuant to Business and Professions Code section 17550.15 wishes to authorize a specific officer or employee to manage such account under his/her supervision and control, as permitted by Section 17550.15(e). If the trustee does not wish to delegate any part of his/her responsibilities, this form does not need to be completed.

"The seller of travel shall serve as trustee of the trust accounts required by this article. If an individual person is the seller of travel, the individual person shall be the trustee; if the seller of travel is a corporation, partnership, limited liability company, or other legal entity, a managing partner or partners, or the chief executive officer of the corporation, or executive officer or manager of a limited liability company shall be the trustee. The trustee may designate in writing that an officer or employee may manage the trust account if that officer or employee is under the trustee's supervision and control, and the original of that writing is on file with the Attorney General's office."

Designate the Officer or Employee to whom Trustee responsibilities are delegated below:

Officer's or Employee's Full Name: _____

Date of birth: _____/_____/_____

This individual has ownership interest: YES NO

Officer's/Employee's principal residence address:

Business address:

RESIDENCE ADDRESS

BUSINESS ADDRESS

CITY STATE/COUNTRY ZIP

CITY STATE/COUNTRY ZIP

Driver's license or identification number: _____

Issued in: _____

STATE OR FOREIGN COUNTRY

Signature of Officer/Employee to whom responsibilities are delegated:

DATE SIGNED

SIGNATURE

Principal (Owner, Officer, Partner, or Sole Proprietor) who authorizes delegation of Trustee Responsibility:

Delegation authorized by:

TITLE

SIGNATURE

DATE SIGNED

PRINT NAME



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SELLER OF TRAVEL TRUST ACCOUNT USERS DELEGATION PRIVACY NOTICE ON DATA COLLECTION As Required by Civil Code §1798.17

Privacy Notice

Collection and Use of Personal Information. The Public Rights Division in the Department of Justice collects the information requested on this form as authorized by Government Code sections 11180, 11181, and 11182, and Business and Professions Code sections 17550 et seq. The Public Rights Division uses this information in its review of your application to register, renew, or update your registration as a Seller of Travel. (Bus. & Prof. Code section 17550.1.) We may also use this information to investigate any alleged misconduct and in any law enforcement action based on that misconduct. In addition, any personal information collected by state agencies is subject to the limitations in the Information Practices Act and state policy. The Department of Justice's general privacy policy is available at <http://oag.ca.gov/privacy-policy>.

Providing Personal Information. All the personal information requested in the form must be provided.

Access to Your Information. You may review the records maintained by the Public Rights Division in the Department of Justice that contain your personal information, as permitted by the Information Practices Act. See below for contact information.

Possible Disclosure of Personal Information. In order to review your registration application, renewal, or registration update as a Seller of Travel, we may need to share the information you give us with other government agencies. This may include sharing any personal information you gave us. We may also need to share the information to further any investigation of any claim against you by the Travel Consumer Restitution Corporation, or a government or law enforcement agency. In addition, some of your information, including the name of the business owner and the business's address, will be available and searchable on our website.

The information you provide may also be disclosed in the following circumstances:

- With other persons or agencies where necessary to perform their legal duties, and their use of your information is compatible and complies with state law, such as for investigations or for licensing, certification, or regulatory purposes;
- To another government agency as required by state or federal law.

Contact Information. For questions about this notice or access to your records, you may contact an analyst at the Seller of Travel Program at sellers.travel@doj.ca.gov or call (213) 269-6564. All records are maintained at the Los Angeles office at 300 S. Spring St., Suite 1702, Los Angeles, CA 90013.