

# LOCAL AGENCY INVESTMENT FUND

## LAIF Transaction Checklist

Office Hours: 7:30 a.m. to 4:15 p.m.

[www.treasurer.ca.gov/pmia-laif/laif.asp](http://www.treasurer.ca.gov/pmia-laif/laif.asp)

**Telephone: 916-653-3001 to transfer funds**

**Same day transactions call by 10:00 a.m.**

- 15 transactions per month
- Minimum transaction amount \$5,000.00, thereafter in increments of \$1,000.00
- \$65 million cap per account – no cap on bond account
- Transactions may be requested 10 calendar days in advance of effective date

*For cash flow purposes, please provide LAIF at least 24 hours advance notice for withdrawals of \$10 million or more.*

Date	<input type="text"/>
Time	<input type="text"/>
Effective date of transfer	<input type="text"/>
Type of transfer (withdrawal/deposit)	<input type="text"/>
Amount of transfer	<input type="text" value="\$"/>
LAIF confirmation number	<input type="text"/>
Contact bank (for deposits)	<input type="text"/>
Bank Representative	<input type="text"/>
Time	<input type="text"/>

LAIF Transaction completed by:

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