



# UC San Diego

## Policy & Procedure Manual

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### GENERAL COUNSEL

#### Section: 470-5 ATTACHMENT B

Effective: 02/27/2007

Supersedes: Not Applicable

Review Date: TBD

Issuance Date: 02/27/2007

Issuing Office: [Policy and Records Administration](#)

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### ***Attachment B***

\_\_\_\_\_  
Date

SAMPLE LETTER OF EMPLOYMENT CERTIFICATION  
(To be filed with the oath and bond to avoid payment of fees under GC'8202. 5)

### CERTIFICATION

#### NOTARY PUBLIC APPOINTMENT

This statement is to certify that \_\_\_\_\_, appointed Notary Public for the State of California with Commission commencing \_\_\_\_\_ is an employee of the University of California, an agency of the State, and that such appointment is for the purposes of said agency.

It is understood, under Section 8202.5 of the Government Code of the State of California, that with the filing of this Certificate by the above-named appointee with any State or County Officer, no fees will be charged by the office for the filing or issuance of any document in connection with such appointment.

Sincerely,

\_\_\_\_\_  
(Name and Title of Authorized Person)