EAST SHORE EQUITIES

UCC Lien Notice — Accounts Payable Checklist

For the accounts payable and legal teams of a company that has received a UCC lien notice from East Shore Equities. Your notice and the related agreement control.

1. Identify the notice. Note the Notice Ref., Sequence No., UCC Filing No. and Filing Office printed on page one.

2. Verify the lien on the state's public record. Search the filing number on the official website of the state filing office shown on the notice, in most states the Secretary of State, or scan the QR code. Confirm that the secured party on the record matches the one named on your notice.

3. Flag the vendor record. Route all amounts payable to the vendor, now and in the future, to the payee named in the Payment Direction section of the notice. Do not pay the vendor or any alternate payee.

4. Respond in writing. Email liens@eastshoreequities.com with the subject "Seq. [Your Sequence No.] – AP Status – [status]" using one of the four statuses: Payment Record Updated · No Current Payable – Future Amounts Flagged · Administrative Hold · Proof/Review Requested.

5. Request proof if needed. On request, East Shore Equities promptly provides reasonable proof of the assignment: the signed Notice of Assignment and the assignment provisions of the related agreement.

6. Confirm before releasing payment. Confirm the payee named in the notice by writing to East Shore Equities in a new email to liens@eastshoreequities.com. Use only the contacts printed on the notice and shown on eastshoreequities.com.

Payment to the wrong party

A payment released to your vendor, a substitute payee or any account other than the one named in your notice, after your company received the notice, does not discharge your company's obligation. Under Section 9-406(a) of the Uniform Commercial Code, that amount remains payable to East Shore Equities, and your company may be required to pay it a second time. Recovery of a misdirected payment is a matter between your company and your vendor.

East Shore Equities does not represent your company. We recommend that your company review its lien notice with its own counsel, and we welcome contact from your counsel at liens@eastshoreequities.com.

Versión en español: eastshoreequities.com/notice/es