



UNCLAIMED CHECK AFFIDAVIT

Before information can be obtained concerning reported unclaimed property, there must be a valid proven interest in the property. To allow us to process your inquiry, please send a copy of your driver's license, Social Security card, and provide the following information:

PLEASE PRINT:

I, _____, the _____
Name of authorized signor for listed owner Relationship to listed owner (ie. owner, beneficiary, surviving spouse, etc.)

hereby affirm that the following check(s) issued to _____ was/(were) lost, destroyed or
Listed owner (exactly as it appears in the notice)
never received.

Bank	Check #	Date	Written Amount	
_____	_____	_____	_____	(\$ _____)
_____	_____	_____	_____	(\$ _____)
_____	_____	_____	_____	(\$ _____)
_____	_____	_____	_____	(\$ _____)

Old Address (required): _____ New Address: _____

Email address

Signature of Original Payee or Authorized Signor Daytime Telephone Date

Notary:	
Subscribed to before me this _____ day of _____, 20_____	
_____ Notary Public	_____ Notary Seal

Upon review of your claim we may ask for additional information. To save processing time, please attach to your claim copies of any documentation that verifies your relationship to the listed owner.

Internal Use Only – Do not write below this line.

Receipt and Processing:	Treasurer's Office:	Reissue:
Date Received: _____	Date Received _____	Date Received _____
Received by: _____ Ext _____	Stop Payment Issue Date _____ Intials _____	Received by _____ Ext _____
AP BU/Voucher # _____	Forwarded to (Dept) _____	Reissued Check# _____ Date _____
Bank Code: _____ Check # _____	Forwarded Date _____	Date mailed to payee _____ Initials _____
Check Date _____		