



The Friendly place to bank.

Declaration of Loss on Negotiable Instrument (Official Check)

Name: _____ Account Number: _____

Mailing Address: _____
Address City State Zip

Contact Number: _____ (Home / Work / Cell)

I (we) the undersigned, under penalty of perjury, state the following to be true:

I am the Remitter/Payee of a Negotiable Instrument numbered _____, dated _____ issued by
Community Resource Federal Credit Union in the amount of \$_____ payable to

I further state, under penalty of perjury, that the following is true:

The Negotiable Instrument has been lost, misplaced, stolen or destroyed; (circle reason) AND that loss of possession
was not the result of transfer or lawful seizure; AND I cannot reasonably obtain possession of the check because it was
destroyed, its whereabouts cannot be determined, or it is in the wrongful possession of an unknown person or a person
that cannot be found or is not amenable to service of process.

I agree to deliver the original instrument to the credit union for cancellation should it be found.

Signature: _____ Date: _____

Notary Public (required only for non-members)

State of New York)
County of _____)ss

On the _____ day of _____ in the year _____ before me, the undersigned, personally appeared
_____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s)
is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by
his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public Signature

Office Use Only

Certified Check Log Verified [] Certified Check Log Updated [] Date: _____ Employee Initials: _____

Draft Stop Placed [] ACH Stop Placed [] Date: _____ Employee Initials: _____

Replacement Check issued [] Check # _____ Deposited to Account [] Suffix: _____

Accounting Use: Check Register updated [] Date: _____

For Mortgage Checks: Stop Placed in Corp One [] Date: _____ Employee Initials: _____

518.783.2211 phone



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Federally Insured by NCUA | NMLS# 779828

518.783.2266 fax

