

Treasurer
7 Brattleboro Road
Leyden, MA 01301

Request to Claim Funds

I, _____, understand the town's records show an outstanding check issued in the name of my person/business/organization. I have reviewed my records and cannot locate the original check.

I am requesting the following funds to be reissued;

Original Check No.: _____

Original Date of Issue: _____

Check Amount: _____

Payee: _____

Remit Address: _____

Print Name

Date: _____

Signature

Must bring two forms of identification with you along with this form. One form of identification must be a photo id. Thank you.