



Western Union Financial Services, Inc.  
 PO Box 7030  
 Englewood, Colorado 80155-7030  
 1-800-999-9660

**MONEY ORDER RESEARCH REQUEST**

This form must be completed by **the Purchaser** if the original bottom portion/receipt with barcode has been misplaced, lost, or stolen. **A separate form is required for each Money Order.**

**You must include with this form a \$30.00 non-refundable administrative fee** (Money Order or check only, payable to Western Union Financial Services, Inc.). To avoid delays in the research process **all supporting documents requested below should be enclosed if available.**

If you are the Purchaser and have your original receipt from the bottom of the Money Order, or the original Money Order, you do not have to use this form. **Please complete and sign the Money Order Tracing/Refund request** (located on the back of the Money Order Receipt).

**Money Order Purchaser Information:**

Name: \_\_\_\_\_ Daytime Phone Number: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Are you requesting on behalf of a Company?  No  Yes

**If YES,** \_\_\_\_\_  
 (Full Legal Company Name)

**Money Order Information:**

Money Order number (11 digits) **if known:**

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Exact Amount	Date of Purchase (approximate or exact if known)	Time of Purchase (approximate or exact if known)
\$ _____	____ / ____ / ____ Month Day Year	_____

Did you enter the name of the payee on the "Pay to the Order of" line?  Yes  No

**If YES,** please provide Payee name \_\_\_\_\_

Did you sign your name on the "Purchaser" line?  Yes  No

**Location where Money Order was purchased:**

Name of Location/Agent name: \_\_\_\_\_ Agent number (if known): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip (if known): \_\_\_\_\_

**Additional information:**

Did you purchase this Money Order at the same time as another?  Yes  No

**If YES,** (1) Please provide the Money Order Number for each Money Order purchased (if known):  
 \_\_\_\_\_

(2) Please **enclose** copies of these Money Orders or copies of their receipts (bottom parts with barcode) if available.

