



Retail Money Orders Operations  
 Western Union Financial Services,  
 Inc. PO Box 6033, Englewood, CO  
 80155 Mail Stop: M13-M  
 1-800-999-9660

**INTENDED PAYEE AFFIDAVIT**

This Forgery Affidavit form should be completed signed by the **Intended payee (receiver of the payment instrument)** in case there is no alteration on the Money Order.

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_ the \_\_\_\_\_ of  
 (Full Name) (If you are representing the entity, Formal title or position)

\_\_\_\_\_ being duly sworn, depose and say:  
 (If you are representing the entity, Legal Name of the Company)

**I am the payee** named on the attached Money Order # \_\_\_\_\_ (First 11 Digits of the Money Order number)  
 in the amount of \$ \_\_\_\_\_ .  
 (Money Order amount in dollars and cents)

Said Money order was neither stamped nor endorsed by me/Company or with my/ its authority. I/Company never received payment therefore and never received directly or indirectly benefit there from.

Bellow the appropriate statement(s) should be marked by **X**:

- The endorsement of my/Company name thereon is forgery and was made without my/Company knowledge or approval.
- The instrument bears no endorsement at all.
- Our Company endorsement stamp is as placed below.  
 (Please place stamp here if you do not have an endorsement stamp please state so).

Signed by:

\_\_\_\_\_  
 (Signature and Address: Apartment, Street, City, State, ZIP code)

Date: \_\_\_\_\_ day of \_\_\_\_\_ ,20\_\_\_\_.



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Dear Sir or Madam,

We have reviewed your notification regarding the Money Order. **Please read this letter carefully as your claim may depend on the information you provide us.**

Alteration and forgery claims are ultimately the responsibility of the Bank of First Deposit ("BOFD"). As a courtesy, Western Union is willing to act on your behalf to collect the funds from the BOFD. Western Union does not guarantee that payment will be recovered from the BOFD as the BOFD will make the final determination after conducting its own review.

Please note the following deadline to submit accurately completed forgery claim requests: no later than 11 months from the paid date on the Money Order/Official Check.

If you would like Western Union to act on your behalf to submit collection request to the BOFD, please return the following documents to **PO BOX 6033 Englewood, CO 80155 Attention: M13M:**

1. **Original completed, signed and notarized Purchaser or Payee affidavit which is attached to this letter;**
2. **This signed letter acknowledging the terms contained herein;**
3. **Any documents that indicate an alteration or forgery exists such as:**
  - **Copy of the completed Money Order prior to alteration;**
  - **A letter from the payee indicating the amount and date the debt was owed;**
  - **Copies of invoices showing the amount and date the debt was owed;**
  - **Police report.**

Once the above-named documents have been received by Western Union, we will review them and if you qualify for a Forgery claim, we will forward it to the Bank of First Deposit ("BOFD"). We will inform you in writing via address you provided below within 30 days from the date you return the above noted Forgery claim documents whether your inquiry was received, and forgery claim was initiated. Please save a copy of all your documents for personal records.

The average time to resolve a forgery claim is 90-120 days. Western Union does not control the speed at which BOFD may investigate your claim. We will contact you via regular mail regarding any updates we receive from the BOFD.

Thank you in advance for your patience and cooperation in getting this matter resolved. Please feel free to contact us if you have any questions.

I \_\_\_\_\_ acknowledge that I have read and understand the terms of the above letter of explanation and acknowledge that Western Union is processing this claim on behalf of the consumer and cannot be held liable for non-payment of a forgery claim. I understand and agree that any prior refund, reimbursement, or other accommodation was voluntary, provided in Western Union's sole discretion, and does not create any obligation, precedent, or guarantee for this claim; I am not relying on any prior outcome or timing as an indication of future results.

**ACCEPTED AND AGREED:**

By: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
**PRINT NAME**

\_\_\_\_\_  
**PRINT ADDRESS AND PHONE NUMBER WHICH WILL BE USED TO CONTACT YOU IN THE FORGERY PROCESS**

Sincerely,

Forgery Department  
 Western Union Financial Services, Inc