



MONEY ORDER PHOTOCOPY REQUEST

This form must be completed if a photocopy request of a cashed item is needed. A separate form is required for each Money Order. A valid email address and phone number is required to receive the photocopy image.

You must include with this form a **\$15.00 non-refundable administrative fee** (Money Order or check only, payable to Western Union Financial Services, Inc.). To avoid delays in the process all supporting documents and information requested below should be enclosed if available.

Money Order Purchaser Information:

Full Name	
Email (Required)	
Address	
City	
State	
Zip code	
Phone (Required)	

Are you requesting on behalf of a company? ☐ Yes ☐ No

If YES, _____ (Full Legal Company Name)

Money Order Information:

Money Order 11-digit Number	
Amount (\$)	
Date of purchase (mm/dd/yyyy)	

Please enclose with this form all available documents showing you are the true purchaser of the requested Money Order.

This may include, but is not limited to, the original store cash register receipt and the money order bottom part receipt. If the Money Order was stolen, please provide a copy of the police report if filed.

Please describe the main reason for the photocopy request:



Western Union Financial Services, Inc.
PO Box 7030 • Englewood, CO 80155 USA
www.westernunion.com

Note: Please provide the information requested above for each Money Order on a separate Money Order Photocopy Request form.

As this form is managed via mail delivery, please allow **5-6 weeks** to process this request. You will be notified by the email address provided, with one the following results

1. **Item cashed** - You will receive a photocopy (front and back) of the cashed Money Order.
2. **Item not cashed** – You may request a refund for this Money Order via a provided link.

In the event the Money Order has not cleared, and Western Union is able to locate and verify the information provided by you, Western Union may issue a refund of the face amount of the Money Order. Western Union reserves the right to deny requests which are not permissible under applicable law or Western Union policy.

By signing, you represent and warrant that you are the Purchaser of the Money Order described herein and that you have not cashed, negotiated, deposited, transferred, received payment or received a benefit of any kind, directly or indirectly, from the Money Order.

By signing, you hereby request and authorize Western Union to issue a stop payment order on the Money Order, in the event the Money Order has not been cleared.

If you are requesting on behalf of a Company, by signing you hereby confirm having the power and authority to act on Company's behalf and neither the Company, nor any person acting on Company's behalf, has cashed, negotiated, deposited, transferred, received payment or received a benefit of any kind, directly or indirectly from the Money Order. You understand that the \$15.00 administrative fee is not refundable.

You agree to indemnify and hold Western Union harmless against any and all damages, costs, expenses and/or liability arising out of, or otherwise connected with your representations herein including any actions taken by Western Union in reliance upon such representation, this request, or because of the negotiation of the Money Order.

Purchaser Signature (Required)

Date (mm/dd/yyyy)