



OUTSTANDING CHECK CLAIM

Payee:

Amount:

Description:

City accounting and bank records indicate that the check identified above is outstanding. Checks not cashed or deposited within 3 years of issuance may be treated as unclaimed funds and become the property of the City in accordance with Government Code section 50050 et. Seq.

Please indicate the disposition of the check:

_____ Check is in my possession and the City of Pleasanton still owes me this amount.
I have enclosed the original check and request you issue a replacement check to the address below (*stale-dated checks may not be honored at your bank so we recommend you request a replacement*).

_____ Check was not received, or was lost/destroyed. This money is still due to me from the City of Pleasanton. Please mail a replacement check to the address below.

_____ Check was received and deposited or cashed on _____.
(Insert date if known)

_____ Check was not received, deposited, or cashed; however there are no outstanding payments due to me from the City of Pleasanton.

_____ Other (please explain): _____

The undersigned declares that under penalty of perjury under the laws of the State of California that I am the person or the successor in interest, heir, executors, administrators, or assignees of the person to whom the claim check issued by the City of Pleasanton, I have an interest in the unclaimed check, and I am entitled to the full amount of the check.

SIGNATURE: _____ DATE: _____

PRINT NAME: _____

PHONE NUMBER: _____

MAILING ADDRESS: _____

You may either email this completed form to enewsome@cityofpleasantonca.gov or mail it to: City of Pleasanton, Finance Dept – Unclaimed Funds, P.O. Box 520, Pleasanton, CA 94566. If you have questions, please contact Erika Newsome at (925) 931-5401 or the above email address.