

San Antonio Police Department

Forged Check Form

Submitted For: (Name of Business or Person) _____

Address: _____ Telephone: _____

Form Filled Out By: _____ Position: _____

Note:

- ◆ Questions 1 through 5 must be answered.
- ◆ This form must accompany each check submitted for investigation.
- ◆ If added space is needed, use the back part of the form and identify by number.
- ◆ Only checks passed in San Antonio will be accepted.

(1) Account Name: _____ Check Number _____

(2) Has the Account holder declared the attached check a forgery? YES NO

If "YES" is checked, how was this item determined to be forged? _____
(If Police case number, include what Agency/Department)

(3) Address where the check was accepted: _____

(4) Name of person accepting this check: _____ Date _____

Hours acceptor can be contacted: _____ Phone:(Home) _____ (Bus) _____

Can the acceptor of the check identify the passer? YES NO

(5) Other Witnesses:

Name: _____ Phone:(Home) _____ (Bus) _____

Name: _____ Phone:(Home) _____ (Bus) _____

(6) Name/Description of Passer: _____

Race _____ Sex M F Age _____ HGT _____ WT _____ Hair Color _____

Was Photo Taken: YES NO

Other Distinguishing Characteristics: _____

(7) Description of Vehicle:

Year _____ Make _____ Color _____ License Number _____ State _____

Other Information: _____

(8) Send only original check. If the original check is destroyed or out-of-state, then a copy can be accepted. It must have a certifying letter or statement attached to it.

Staple Check here

Forgery Office Hours: 8am - 5pm (Mon-Fri)

315 South Santa Rosa

Keep a copy for your records

For further assistance call (210) 207-7451

Mail to

San Antonio Police Department

Forgery Unit

P.O. Box 839948

San Antonio, TX 78283

SAPD Form 45-F9 (Sep 00) PC