

UPR/F162  
R 06/92

**OFFICE OF STATE UNIFORM PAYROLL  
CERTIFICATE OF LOST PAYROLL CHECK**

I, \_\_\_\_\_, do hereby certify  
Employee Name

that check number \_\_\_\_\_, issued by the Uniform Payroll System  
for \_\_\_\_\_, in the amount of  
Agency Name

\$\_\_\_\_\_ and dated \_\_\_\_\_, (MARK APPROPRIATE REASON)

\_\_\_ (A) was never received by me. I further certify that I have not received any remuneration for same, and if found by me, I shall return it to my Agency/Department payroll office immediately.

\_\_\_ (B) was received by me on \_\_\_\_\_ and has been  
Date

( ) Lost ( ) Destroyed

( ) Other \_\_\_\_\_

I further certify that I have not endorsed in blank (Signature Only), nor cashed, nor presented this check for payment; and, if found by me, I shall return it to my Agency/Department payroll office immediately.

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

Employee

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Request processed by: \_\_\_\_\_ Date: \_\_\_\_\_