



WASHTENAW COMMUNITY COLLEGE
Claim Non-receipt of Check or Direct Deposit and Affidavit

CLAIM

Washtenaw Community College will not process claims until a minimum of 13 days after date on the check or a minimum of 2 business days after date of direct deposit. Please call Student Accounts Receivable, 734-973-3640 before you complete and submit this claim.

Student Name: _____

WCC I.D. No.: @ _____

CHECK or Direct Deposit Amount: \$ _____ Check Date: _____

<p>Internal Use Only: Check or Direct Deposit No. _____</p> <p>Check Date: _____ Amount \$ _____</p>

CLAIM INFORMATION

Basis for Claim:
 (Check all applicable boxes)

- Payee Claims Non-Receipt of Funds
- Forged Signature
- Lost Check

Claim Details/Comments
 (To be completed by
 the student)

AFFIDAVIT

The undersigned states and agrees:

- That the Claim information set forth above is true and correct to the best of my knowledge and belief.
- That this Affidavit is to initiate a stop payment on above referenced Check and claim for reimbursement of a check (hereinafter "the Check").
- That the undersigned agrees NOT to cash the above referenced check if it is delivered or found.
- That the undersigned has not received any direct or indirect proceeds, benefits, or value of any kind from the Check or Direct Deposit.

NOTE: Once the investigation has been processed, you will be notified via e-mail of the results and next steps.

 Student Signature

 Date

Please return form to: Washtenaw Community College
 Attn: Student Accounting
 4800 E. Huron River Dr.
 Ann Arbor, MI 48105
 Or turn in at the Cashier's Office, 2nd Floor Student Center Bldg.