

**DECLARATION FORM – FORGED ENDORSEMENT OR INTENDED PAYEE NOT PAID**

**Instructions:** Section A of this declaration must be completed and signed by the intended payee(s) of the cheque. **For a witnessed declaration,** Section B must be completed and signed by the witness. Section C is not required. **For a statutory declaration,** Section C must be completed and signed by a Notary Public, Justice of the Peace or Commissioner of Oaths. Section B is not required.

**Information of Individual(s) who Make(s) this Declaration**

*If the intended payee is a corporation, the individual(s) making this declaration must provide their title(s) and the name of the corporation.*

- Name of Individual Making this Declaration: \_\_\_\_\_
- Title: \_\_\_\_\_ for \_\_\_\_\_  
Company/Partnership/Association Name
- Name of Individual Making this Declaration: \_\_\_\_\_
- Title: \_\_\_\_\_ for \_\_\_\_\_  
Company/Partnership/Association Name

**Information as It Appears on the Cheque (Attach copy)**

- Cheque Number: \_\_\_\_\_ Amount: \$ \_\_\_\_\_ Dated: \_\_\_\_\_
- Name of Payor: \_\_\_\_\_ Drawn on: \_\_\_\_\_ Account No.: \_\_\_\_\_  
Financial Institution
- Name of Payee: \_\_\_\_\_

**Declaration (Check  to indicate one of the unauthorized actions listed below for this declaration)**

Section A

I/We do solemnly declare that the information set forth in this form is true and correct with respect to the cheque described above:

**1. Unauthorized Action:**

- Forged Endorsement:** With reference to the above cheque purporting to be endorsed by me/us, I/we did not endorse the cheque nor did I/We authorize anyone to endorse the cheque on my/our behalf. The endorsement is a forgery.
- Intended Payee Not Paid:** With reference to the above cheque purporting to be received by me/us, I/we am/are the named and intended Payee(s) on the cheque and I/we did not receive the funds nor did I/we authorize anyone to receive the funds on my/our behalf.

**2. I/We:**

- have examined the front and back of the original/copy of the cheque (attached);
- have not benefited and will not benefit either directly or indirectly from the proceeds of the said cheque;
- became aware of the situation on \_\_\_\_\_ (YYYY/MM/DD).

I/WE UNDERSTAND THAT MAKING A FALSE DECLARATION IS A CRIMINAL OFFENCE.

_____ Signature of Individual/Authorized Signing Officer	_____ Print Name of Individual/Authorized Signing Officer	_____ Date (YYYY/MM/DD)
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_____ Signature of Individual/Authorized Signing Officer	_____ Print Name of Individual/Authorized Signing Officer	_____ Date (YYYY/MM/DD)
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Section B

**THE INDIVIDUAL(S) NAMED ABOVE MAKE(S) THIS DECLARATION IN MY PRESENCE.**

_____ Signature of Witness	_____ Print Name of Witness	_____ Date (YYYY/MM/DD)
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Section C

**THE INDIVIDUAL(S) NAMED ABOVE MAKE(S) THIS SOLEMN DECLARATION**

Conscientiously believing it to be true and knowing that is of same force and effect as if made under Oath and by virtue of the Canada Evidence Act.

Declared in my presence on \_\_\_\_\_ at \_\_\_\_\_ in \_\_\_\_\_  
Date (YYYY/MM/DD) City Province/Territory

_____ Signature of Notary Public, Justice of the Peace or a Commissioner of Oaths	_____ Print Name of Notary Public, Justice of the Peace or a Commissioner of Oaths
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