

Check Reissue Form

(Current Year Checks Only)

Primary Taxpayer: Customer ID / Last 4 digits of Taxpayer's SSN:

Secondary Taxpayer: Customer ID can be obtained at www.sbtpg.com

Check Number: Date: Amount:

Current Telephone #:

(NOTE: For Lost / Stolen Checks, Use Indemnity Bond)

1) Reason for requesting Check Reissue:

- Check verified Check negotiable date has expired Check damaged
- Check amount too large to cash
(Split into): 2 Checks 3 Checks

2) Select the box indicating how you would like to receive your check:

- Mail check to Taxpayer(s) Send check to my Tax Preparer

3) If check is to be mailed to Taxpayer(s), provide mailing address:

Mailing Address	City	State	Zip Code

4) For **Tax Preparers**, you must witness each Taxpayer's signature, sign form and provide EFIN.

(NOTE: By signing form, Tax Preparers acknowledge being in possession of check being requested for reissue)

Fax the following items to: **858-430-2795 OR E-Mail to: support@sbtpg.com**

- ~ Copy of Front & Back of Check with "VOID" written across the face of the check
- ~ Unexpired government-issued picture ID (Driver's License, State ID Card, Passport, U.S. Military I.D.)
- ~ Social Security Card

5) For **Taxpayers**, you must **MAIL** all the items listed above plus the **ORIGINAL CHECK** with **"VOID"** on face of check

~ **(NOTE: Requests cannot be processed without ALL of the requested documents)**

By signing below I do hereby attest that the completion of this form is an official request for a check reissue for the individual(s) noted above, and I am legally authorized to request the above noted change. I also agree that the Tax Products Group (TPG) may deny my request.

I understand that it may take 24 to 72 hours to process my request once all documents are received.
I agree that TPG and its bank partner will not be liable for any costs due to delays in processing this request.

Primary Taxpayer Signature	Date	Secondary Taxpayer Signature	Date		
Tax Preparer Signature	Tax Preparer Name (Print)	EFIN	Date		