

**Lost Check Affidavit
Baldwin County Public Schools**

To Whom It May Concern:

I am requesting Baldwin County Board of Education to reissue the check below for the reason indicated.

Payroll Check

Accounts Payable Check

Date of Check, if known: _____

Amount of Check, if known: _____

Please check reason below:

Lost

Destroyed

Did Not Receive

Employee Name or Vendor Name

Employee #, if applicable

Street Address

City, State Zip

If the original check is obtained, **I will properly destroy it so that it can not be cashed.**

Signature

Date

***Submit Form To:
Business and Finance Division
2600-A North Hand Avenue
Bay Minette, Alabama 36507
251-937-0312***