

[Your Name/Organization Name]
[Your Address]
[City, State, Zip Code]
[Phone Number]
[Date]

[Name of Financial Institution/Recipient Bank]
[Department Name, if applicable]
[Address]
[City, State, Zip Code]

RE: Notice of Breach of Warranty - Forged Indorsement

To Whom It May Concern,

This letter serves as formal notice that a check drawn on our account has been paid over a forged indorsement. This notice is provided pursuant to the Uniform Commercial Code (UCC) sections regarding presentment and transfer warranties.

Check Details:

Check Number: [Insert Check Number]
Date of Check: [Insert Date]
Payable To: [Insert Payee Name]
Amount: \$[Insert Amount]
Account Number: [Insert Account Number]

It has been determined that the intended payee never received the proceeds of this check. An examination of the check reveals that the indorsement on the reverse side is forged or unauthorized. As the presenting/collecting bank, you have breached the warranty that all signatures on the item are authentic and authorized.

We have attached a copy of the check and an Affidavit of Forged Indorsement executed by the intended payee.

We demand that you credit our account in the amount of \$[Insert Amount] immediately. Please confirm in writing once the funds have been restored or if you require additional documentation to finalize this claim.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Title, if applicable]

Enclosures: Copy of Check, Signed Affidavit of Forgery