

[Your Name]
[Your Address]
[Your Phone Number]
[Date]

[Bank Name]
[Bank Branch Address]
[City, State, Zip Code]

RE: Request for Replacement Cashier's Check

To Whom It May Concern,

I am writing to formally request the cancellation and replacement of a cashier's check issued by your institution. The original check has been [lost / stolen / destroyed].

The details of the original check are as follows:

- Check Number: [Check Number]
- Date Issued: [Date]
- Amount: \$[Amount]
- Payable to: [Payee Name]
- Purchaser: [Your Name]

I understand that I may be required to sign an indemnity agreement or purchase a surety bond before the stop payment is finalized and a replacement is issued. Please let me know the specific requirements and any applicable fees associated with this process.

Please notify me once the replacement check is ready for pickup or if it will be mailed to my address on file.

Thank you for your assistance.

Sincerely,

[Your Signature]

[Your Printed Name]