



**COURT
AND
TRUST**

NYC DEPARTMENT OF FINANCE • TREASURY DIVISION

SIGNATURE VERIFICATION FORM

Mail to: NYC Department of Finance, Client Services, 1 Centre Street, Room 2200, New York, NY 10007

Instructions: If you have not already signed and notarized the Certificate of Deposit Application relating to your case, as a payee named in the court order, you are required to complete, sign and have this form notarized. Payment cannot be made until the payee's signature is verified. A disinterested notary must notarize all signatures. A certificate of authenticity is required for notaries outside the State of New York. Submit the completed form to the address above. For further information call 212 669-2749.

SIGNATURE CERTIFICATION (TO BE COMPLETED BY PAYEE)

Payee Name: _____
PRINT FIRST NAME PRINT LAST NAME

Date: ____/____/____

SIGNATURE OF PAYEE

Name of Firm: _____
(If a corporation, individual owner or partnership): PRINT FIRM NAME PRINT NAME OF CORPORATE OFFICER

Payee Address: _____
NUMBER AND STREET Apt. #: _____

City: _____ State: _____ Zip Code: _____

NOTARY

Sworn to before me:

on this _____ day of _____, 20____, before me, the undersigned personally appeared _____ and _____ and _____ personally known to me, or proved to me on the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary
Affix
Stamp
Here

Notary Signature

TO BE COMPLETED BY FINANCE/CLIENT SERVICES

CASE: _____ A/C NO: _____

This office has received an order from: Court: _____ County: _____

bearing name(s) of the claimant(s), payees or attorney where the order to pay for attorney: _____

_____/_____/_____
CUSTOMER REPRESENTATIVE'S INITIALS DATE SUPERVISOR'S INITIALS DATE