



Indemnity Bond Form Requirements

For CTTS to process your request, you must include the following:

- _____ **Social Security Card** – a legible copy of both taxpayer (and spouse)

- _____ **Driver's License** – a legible copy of both taxpayer (and spouse)

- _____ **Bank Check** – a copy of the Check with “**VOID**” written on front & back, if available

- _____ **Indemnity Bond Form** – the completed form must contain:
 - Taxpayer Name – Primary and Secondary if necessary
 - Taxpayer's Last 4 of SSN
 - Taxpayer's Complete Mailing Address
 - Taxpayer's Telephone Number
 - Check Number
 - Check Amount
 - Check Date
 - Reason for Indemnity Bond
 - How the taxpayer would like to receive their check
 - EFIN # for your office

Form must be signed and dated by you and the Taxpayer (and Spouse if MFJ)

Submit all banking requests to
banking@crosslinktaxtech.com

Indemnity Bond (Taxpayer)

First Payee on Check: _____ Customer ID/Last 4 digits of Taxpayer's SSN: _____
 Second Payee on Check: _____ (Customer ID can be obtained at www.sbtpg.com)
 Current Mailing Address: _____
 Current Telephone #: _____
 Check Number: _____ Check Amount: _____ Check Date: _____

1. Select the information that pertains to your check:
 - I was provided a check that I/we **DID NOT ENDORSE**. The check was lost or stolen.
 - I was provided a check that I/we **DID ENDORSE**. The check was lost or stolen.
 - I was never provided a check.

2. Select how you would like to receive your check
 - Mail check to Taxpayer(s)
 - Mail check to my Tax Preparer
 - Print check in Tax Preparer's Office

Please allow 7 to 10 business days to be received by mail

3. Please read the following statement. If you agree and wish to proceed, please sign this form.

The check is not in Payee's possession, and has not been transferred, assigned, pledged or delivered to any other person. Said payee has requested Santa Barbara Tax Product Group, LLC's (TPG) bank service provider ("Bank") to pay the amount of said Check without surrender or delivery of the same. In consideration of the Bank paying the amount of said lost check without requiring its surrender or delivery, the undersigned Payee, is firmly bound unto and hereby, jointly and severally, promise, covenant, agree and guarantee to fully protect, hold harmless and save TPG and the Bank free from any and all losses, claims, damages, judgments, costs, attorney's fees and expenses of suits and otherwise which it may at any time or times hereafter incur, expend or become obligated in any manner to pay by reason of having paid the amount of said Check without its lawful surrender or delivery for payment.

This obligation shall bind the heirs, administrators, executors and successors of all the parties herein before mentioned.

NOTE: Unendorsed checks process after 11 business days. Endorsed and/or verified checks process after 21 business days. I understand I will be charged a service fee of \$25.00 for the reissuance of a stale dated check. If this is not a current year check, the processing time to re-issue a new check could take up to 90 days. I agree that TPG and Bank will not be liable for any costs due to delays in processing this request.

Payee (or both payees if joint return filed) must sign below in front of Payee's Tax Preparer OR a Notary Public.

Please E-Mail this form to: supportib@sbtpg.com

Signature of First Payee on Check	Print Name	Date	
Signature of Second Payee on Check	Print Name	Date	
Signatures must be witnessed by a Tax Preparer or notarized below.			
Signature of Tax Preparer	Print Name	EFIN	Date

Processed through a Notary Public State of _____ County of _____

On _____ before me _____ personally appeared _____
(Date) (Name and title of the officer)

Who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of _____ That the foregoing paragraph is true and correct.

Witness my hand and official seal

Notary's Signature

(SEAL)