



**SUPPLEMENT**

PLEASE COMPLETE THE SECTIONS MARKED

**MONEY ORDERS & COUNTERFEIT MONEY**

	<u>YES</u>	<u>NO</u>	
1.			How many of the following are received by the applicant in a normal week? _____ Money Orders       _____ \$20 bills       _____ \$50 bills _____ \$100 bills       _____ Foreign Currency
2.	<input type="checkbox"/>	<input type="checkbox"/>	Does the applicant check all currency with a value greater than \$20 with a counterfeit checker? If yes, describe the procedure or method used to insure that all employees use the checker:  _____
3.	<input type="checkbox"/>	<input type="checkbox"/>	Is foreign currency accepted? If yes, describe the procedure or method used to check for counterfeits:  _____

**FORGERY & ALTERATION**

	<u>YES</u>	<u>NO</u>	
1.	<input type="checkbox"/>	<input type="checkbox"/>	Are checks and drafts kept in a locked and secured area? If yes, describe where they are and who controls the keys/access: _____
2.	<input type="checkbox"/>	<input type="checkbox"/>	Are electronic signatures used? If yes, describe the security methods implemented:  _____
3.	<input type="checkbox"/>	<input type="checkbox"/>	Are facsimile signatures used? If yes, describe the security procedures used:  _____

Signature of Applicant / Insured

Date