

**United States Secret Service
Counterfeit Currency Processing Facility (CCPF)**



SUSPECTED COUNTERFEIT NOTE SUBMISSION FORM

INSTRUCTIONS:

1. Each suspected counterfeit note must be submitted to the United States Secret Service CCPF using its own form.
2. Each note submitted to CCPF using this form will be considered counterfeit, unless otherwise determined by the Secret Service.
3. CCPF will only return this form if the note is determined to be genuine to an address (not a P.O. Box) listed below by the submitter.
4. The submitter agrees to abandon any property interest in each suspected counterfeit note submitted to CCPF using this form.
5. If you require assistance determining if a suspected counterfeit note may be genuine, contact your local Secret Service field office, which can be found on www.secretservice.gov/contact/field-offices.
6. Send the completed form to: *Bureau of Engraving and Printing, c/o CCPF, 301 14th Street SW, Room 541-A, Washington, DC 20228.*
7. Retain a copy of the completed form for your records.

SUBMITTER INFORMATION

Select One	Bank	Police Department, or Government Agency	Casino, or Other Financial Institution		
Name of Submitting Entity					
Point of Contact					
Email Address		Phone Number			
Submitter Internal Reference #		Police Report #			
Mailing Address (no P.O. Box)					
City		State		Zip Code	

SUSPECTED COUNTERFEIT NOTE INFORMATION

If the individual surrendering the note has a description of the passer, their vehicle information, or any other information which could be of use to law enforcement, the submitter should retain the suspected counterfeit note and report to their local police department or Secret Service field office. The below remarks section can be used to provide additional information regarding the suspected counterfeit note.

Denomination		Date of Activity or Deposit			
Serial Number		Was the note seized (if Police Department)?	Yes	No	
Note Received From (Name of Individual or Business)					
Mailing Address (no P.O. Box)					
City		State		Zip Code	

REMARKS

Official Use Only

STAPLE SUSPECTED COUNTERFEIT NOTE FACE-UP HERE
Each suspected counterfeit note must be submitted to CCPF using its own form.

Send completed forms to:

*Bureau of Engraving and
Printing, c/o CCPF
301 14th Street, SW
Room 541-A
Washington, DC 20228*