

Indemnity Bond for Lost Or Mislaid Checks/Warrants/Vouchers

State of Oklahoma }
County of _____ } SS.

Know all men by these presents that I (we), _____, of _____
(principal) (City)
Oklahoma and _____, of _____, Oklahoma
(name of surety company, if surety required) (city of surety)
as surety/sureties, are held and firmly bound unto the treasurer of _____
Oklahoma in the principal sum of _____ to be paid to said treasurer of
(Double the amount of check/Warrant/Voucher)
_____ County, Oklahoma for which payment well and truly to be made, we bind
ourselves, and each of our heirs, executors, administrators and assignees, jointly and severally by
these presents.

The conditions of this obligation are such that whereas a certain check, warrant or voucher number
_____ of the fund _____ in the sum of _____ is
alleged to have been lost, destroyed or mislaid.

Now if the said obligor shall well and truly save harmless and indemnify said obligee against all
claims by any person on account of said check, warrant or voucher and against all costs and
expenses by reason of such claim, then this obligation shall be null and void.

Witness my hand this the _____ day _____ of, 20____.

(principal)

Affidavit
I, _____, do hereby state that I am the payee (or legal agent of the payee)
shown on check/warrant/voucher no. of the fund _____ in the sum of _____
issued by _____ and dated the _____ day of _____, 20____
I further state that said check/warrant/voucher is lost and cannot be found and I request that the
clerk issue a duplicate check/warrant/voucher in the above indicated amount.

(payee)
Subscribed and sworn to before me, this day _____ of _____, 20____.

(seal) _____
(notary public)

My commission expires:
Approval:
Approved this _____ day of _____, 20____.
Treasurer of _____

(treasurer)

State of Oklahoma, county of _____, ss:
I, the undersigned, _____ the duly elected officer of _____,
being the surety on the foregoing bond, being first duly sworn, upon oath, state: that said
corporation is chartered under the statutes of the state of Oklahoma, subject to execution under
the laws of the state of Oklahoma, reasonably worth at least dollars _____ over
and above all the said corporation's just debts, liabilities and legal exemptions.

(officer)
Subscribed and sworn to before me this day _____ of _____, 20____.

(seal) _____
Notary public in and for the state of Oklahoma

My commission expires: _____ commission number _____.

S.A. & I. Form # 176 - Indemnity Bond for Lost or Mislaid Checks/Warrants/Vouchers

Instructions:

- Principal is either the person requesting the re-issuance of the lost warrant/check/voucher (if no surety is required); or is the name of the person representing the surety company. Principal completes the first section of the form with accurate information.
 - Check with the county to see if a surety is required by county policy for the claim. *If no surety is required simply write “N/A” on that line.*
- Note: the principal promises to repay the county double the amount of the warrant/check/voucher in the event the lost instrument is found and cashed/deposited.*
- The issuer (county) can provide the detailed information regarding the lost check/warrant/voucher.
- The second section is the affidavit where the principal (claimant) assures that the information is correct.
- The third section is for issuer (county) use.

Title 62 O.S. § 555:

If a check, warrant, or voucher has been issued and is subsequently lost or destroyed, the treasurer of any county, city, or town shall initiate a stop-payment order or submit a positive pay file providing the payee, amount, and serial number of the check, warrant, or voucher to the depository prior to the clerk of the county, city, or town issuing a second or duplicate check, warrant, or voucher. If the treasurer of any county, city, or town is unable to initiate a stop-payment order or submit a positive pay file providing the payee, amount, and serial number of the check, warrant, or voucher to the depository, clerks are authorized and empowered to issue a second or duplicate check, warrant, or voucher in lieu of any check, warrant, or voucher that has been issued and subsequently lost or destroyed if the following conditions are met:

- 1. An affidavit setting forth the facts as to the loss or destruction of the original check, warrant, or voucher has been filed with the clerk ; and*
- 2. An indemnifying bond running to the treasurer of the county, city, or town, or to the State Treasurer, in double the amount of such lost or destroyed check, warrant, or voucher.*

The conditions of such bond shall be to indemnify and protect the county, city, or town, or to the State Treasurer, from any loss or harm occasioned or sustained on account of the issue of such second or duplicate check, warrant, or voucher. The bond shall be satisfactory to the treasurer of such county, city, or town, or to the State Treasurer, who shall, upon being satisfied as to the sufficiency of the bond, endorse approval thereon. The clerk and treasurer shall make such records in their respective offices as will, as nearly as possible, preclude any loss being sustained by the county, city, or town, or to the State Treasurer, on account of the issue of any second or duplicate check, warrant, or voucher. Warrants issued by the State Treasurer against claims submitted through the Director of the Office of Management and Enterprise Services in payment of obligations of the state which may subsequently be lost or destroyed will be governed by the provisions of [Section 34.81](#) of this title.