

Forged Warrant Affidavit Instructions

1. Read over the affidavit.
2. The following information should be obtained from the issuing department:
 - Payee Name
 - Warrant Number
 - Date of Warrant
 - Amount of Warrant
3. Fill out affidavit with name, telephone number, address and date.
4. Have the affidavit notarized.
5. Mail the **original notarized** affidavit to:

County of Sacramento
Department of Finance
WARRANT ACCOUNTING
700 H Street, Room 3650
Sacramento, CA 95814
6. Keep a copy of the affidavit for your records.

If you have any questions, please call the Warrant Accounting Unit at (916) 874-7856.