



U.S. Department of Homeland Security
UNITED STATES SECRET SERVICE

DATE : July 12, 2013
TO : All Financial Institutions
RE : Discontinuation of Return of SSF 1604 (Counterfeit Note Report)

When a financial institution receives a suspected counterfeit note, the procedure remains that the financial institution will subsequently prepare and submit, along with the suspected counterfeit note, a SSF 1604 (Counterfeit Note Report) to the local U.S. Secret Service office.

In the past, a return copy of the SSF 1604 was mailed to the submitting financial institution.

Effective August 1, 2013, the U.S. Secret Service will no longer return a copy of the submitted SSF 1604.

If desired, it is recommended that all financial institutions prepare and retain a copy of the submitted SSF 1604 for your records. Furthermore, if a return copy is required by your institution, then you may also enclose a postage paid self-addressed envelope and a copy reflecting the disposition will be returned.

In the event the note is deemed to be genuine, the procedure for returning it will remain unchanged at this time.

As a reference, an example of the aforementioned SSF 1604 is attached to this document.

A handwritten signature in black ink, appearing to read "Edward Lowery".

Edward Lowery
Special Agent in Charge
Criminal Investigative Division