

Hibbing Public Utilities
Policy Number: CUST023counterfeit currency
Date: October 13, 2015

Subject: COUNTERFEIT CURRENCY POLICY

Not all counterfeits can be detected using the detection pens provided in the registers. Some counterfeits lack the color-shifting ink, watermarks, and security threads. All denominations are subject to counterfeiting.

If you receive what is suspected as a counterfeit:

1. Do not return it to the passer, if it is safe to do so
2. Call the local police department right away or local Secret Service office (Minneapolis 612-348-1800)
3. Notify the Head Cashier and Financial Director
4. Ask the person if they know where it came from
5. Get the person's contact information so the bill can be returned if it is found to be genuine
6. Place in an envelope or plastic bag and avoid touching the bill as much as possible – there may be useable evidence
7. Get a receipt from the police so you have an accounting on your end of the transaction

For additional information go to <http://www.uscurrency.gov/>

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Adopted by Commission Action