SIGN THE CHECK



Check Endorsements

Watch the video above to assist you with answering the questions below. Choose the correct answer for #1- #4 and Write the correct answer in the space provided for #5-#8

1. Which of the following statements is true about endorsing a check?

a. You only need to endorse a check if there is more than one name listed on the payee line.
b. You need to endorse every check you receive.
c. You need to endorse a check to give the bank the legal right to process it.

2. How can you identify if you are the only person who needs to endorse a check?

a. Your name is the only one on the payee line.
b. Your name is followed by the word "and" on the payee line.
c. Your name is not on the payee line on the front of the check

3. What should you do before you endorse a check on behalf of a business or other institution?

a. Write your signature on one of the gray lines printed on the back.
b. Print the institution's name on the line above your signature.
c. Extend your writing into the space below the lines.

4. What should you do if you want to sign the check over to someone else?

a. Write "for deposit only" on the top of the endorsement section.
b. Write "pay to the order of" on the top line of the endorsement section.
c. Write the payee's name in the top line of the endorsement section.

5. Explain who should endorse a check.

6. What should you do if you want to prevent someone from cashing the check against your wishes?

7. What should you do if you have multiple bank accounts at the same bank and you want to make a restrictive endorsement??

8. When is the best time to endorse a check?

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9. What is the name of the type of endorsement used if you are signing over the check to another person?

10. Drag and drop the endorsements below to the correct place.

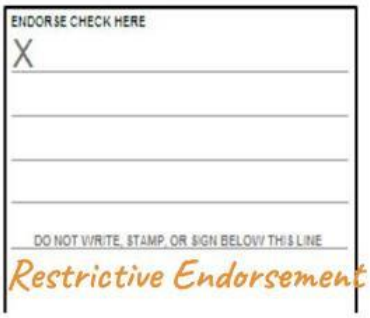
Jane Doe

For Deposit Only
Jane Doe

Pay to the Order of
John Doe
Jane Doe







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