

Bad Checks

SAMPLE BAD CHECK LETTER

CERTIFIED MAIL
RETURN RECEIPT

Date: _____

To: _____

On _____ you issued a bad check _____ to _____
Date check# Business name

In the amount of _____, dated _____.

The purpose of this letter is to advise you that the check was returned do to insufficient funds/account closed. Unless restitution is made within eight (8) days, the Prospect Police will be contacted. Bringing this matter to the Police could result in your arrest for the charges of "ISSUING A BAD CHECK" AND "LARCENY". Your timely response in regards to this matter is appreciated.

Sincerely,

Signature

Business Name

Address

Town/State/Zip code