



**OFFICE OF THE SHERIFF
IREDELL COUNTY
SHERIFF DARREN E. CAMPBELL**

Worthless Check Guidelines

Checks not eligible for prosecution

Checks that do not show payee, date, amount or signature.

Checks not written or passed in Iredell County. (Prosecution handled where check was received)

Third Party Checks.

How it works

The check taker must first attempt to collect for the check by sending a certified letter to the check writer, giving him/her 10 days to respond.

If the check is for \$2,000.00 or less, take the below mentioned items to the Magistrate in the county where the check was received and submit for processing in the court system.

If the check is for \$2,000.01 or more then contact law enforcement to make a report and provide the below items to the reporting officer, keeping copies for yourself.

We have designed a sample letter for you that could be used to satisfy the ten day letter criteria. Fill in the blanks with the related information and then mail via certified mail. Remember to retain a copy of the completed letter for your records in case prosecution in court becomes necessary.

Items you must furnish to the Magistrate or officer

Original check returned by the bank or a legible copy of the front and back of the check.

Copy of the ten day letter sent to the check writer.

Certified Mail Receipt.

Date: ___/___/___

NAME: _____

Address: _____

CITY: _____ STATE: _____ ZIP: _____

Dear _____,

Your check number _____ was returned from the bank marked:

___ Insufficient Funds

___ Closed Account

___ Other _____

I/we hereby demand payment in full for the check amount of \$ _____ plus \$ _____ for the return check charge and \$ _____ bank fee charge within 10 (ten) days from the date of this letter.

We hope to receive this money immediately.

Sincerely,
