

INFORMATION FOR FILING BAD CHECKS

The check must be stamped by the bank within 30 days from date of issuance for reason not paid: NSF, No Account, Account Closed.

Send certified letter with return receipt requested or by first class mail evidenced by an affidavit of service, to person who signed check. The letter must identify the check by number & amount & reason not paid. Give 15 days for writer to respond.

To file with the court, you need a good address, sex, date of birth, drivers license number for the defendant. If we do not have this information, Sheriffs Office cannot enter warrants into computer for wanted persons if warrants are eventually issued.

Fill out both complainst. In the lower, left corner of the complaint, print your name, address. We will then file the charge and send the defendant a notice by regular mail.

If the defendant attempts to pay or pays you the money , you must direct him to this office since fine and court costs have been charged upon filing with us.

When the defendant pays us, we receipt the money, then make a request to our county treasurer to send you the restitution. This is why we need your name, address, Social Security number.

We give the defendant every opportunity to make restitution before we issue warrants on the charges. The reason being once he is jailed, he may be given credit for time served in jail rather than paying the check. Once warrants are issued we make no further effort to contact the defendant.