

NOTICE OF DISHONORED CHECK

Date: _____

To:

You are hereby notified that Check No. _____, dated _____ in the amount of \$_____, drawn upon _____ and payable to _____ has been dishonored for the reason of _____.

Pursuant to Virginia State law (VA Code, Title 8.01, Chapter 3, Article 2, § 8.01-27.1.), you have thirty (30) days from receipt of this notice to tender payment of the total amount of the check plus legal interest from the date of the check, bank fees, and a processing charge of \$_____ (not to exceed \$25.00 per check), the total amount due being \$_____. If you fail to make payment and suit is commenced against you, you may also be liable for damages equal to the lesser of \$250.00, or triple the amount of the check.

Mail or deliver the total amount to the following:

Notice Issued by:

Signature: _____

Print Name: _____

Title: _____