

**NOTICE OF DISHONORED CHECK**

Date: \_\_\_\_\_

To: [fill in the name and last known address  
of offender]

You are hereby notified that a check, number \_\_\_\_\_, issued by you on \_\_\_\_\_, 20\_\_\_\_, drawn upon \_\_\_\_\_ (name of bank), and payable to \_\_\_\_\_, has been dishonored. Pursuant to West Virginia law, you have ten (10) days from the date of this notice to tender payment of the full amount of the check \$\_\_\_\_\_, plus a fee of \$ \_\_\_\_\_ (not to exceed fifteen (\$15) dollars) to the undersigned at \_\_\_\_\_. You are further notified that in the event the above amount is timely paid in full you will not be subject to legal proceedings, civil or criminal.

Mail or deliver the total amount to the following:

Notice Issued by:

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_