

[Your Name]
[Your Address]
[Your Phone Number]
[Your Email]

[Date]

[Recipient Name]
[Recipient Address]

RE: DEMAND FOR RESTITUTION - ALTERED CHECK OVERPAYMENT

Dear [Recipient Name],

I am writing to formally demand the immediate return of funds regarding Check No. [Check Number], dated [Date], originally issued in the amount of \$[Original Amount].

Upon reviewing my financial records and bank statements, it has been discovered that this check was altered without authorization. The amount was increased to \$[Altered Amount], resulting in an unauthorized overpayment of \$[Overpayment Amount].

A copy of the altered check and relevant bank documentation are enclosed for your review. This alteration constitutes a serious matter, and the funds must be returned to me immediately.

Please remit the total overpayment amount of \$[Overpayment Amount] to me by [Deadline Date, e.g., 10 days from today]. Payment should be made via [Preferred Payment Method, e.g., Certified Check or Wire Transfer].

If the funds are not received by the date specified above, I will be forced to pursue further legal action to recover the debt, which may include filing a police report for check fraud and initiating a civil lawsuit. This may result in additional costs for which you will be held liable.

I expect your prompt cooperation in resolving this matter.

Sincerely,

[Your Signature]

[Your Printed Name]