

**Date:** [Date]

**TO:** [Name of Individual or Entity]

**ADDRESS:** [Full Address]

**RE: CEASE AND DESIST ORDER - CHECK FORGERY AND ALTERATION**

Dear [Name of Individual or Entity],

This letter serves as a formal demand that you immediately cease and desist from any and all activities involving the forgery, unauthorized alteration, or fraudulent negotiation of checks associated with [Your Name or Company Name] and Account Number [Last 4 Digits of Account].

It has come to my attention that the following check(s) have been tampered with or forged:

- **Check Number:** [Check Number] | **Date:** [Date] | **Amount:** [Amount]
- **Description of Unauthorized Action:** [e.g., Signature Forgery / Alteration of Payee Name / Alteration of Amount]

Forgery and the alteration of negotiable instruments are serious criminal offenses under both state and federal law. Your actions constitute fraud and have caused significant financial disruption.

**I hereby demand that you:**

1. Immediately stop presenting, negotiating, or transferring any checks belonging to me.
2. Return any original checks or related documents currently in your possession.
3. Provide written confirmation within [Number] days that you will comply with this demand.

Failure to comply with this notice will leave me no choice but to pursue all available legal remedies. This includes filing a formal police report, notifying the District Attorney's office, and initiating a civil lawsuit to recover damages, legal fees, and associated costs.

This letter is sent without prejudice to my rights, all of which are expressly reserved.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Phone Number]

[Your Email Address]