

[Date]

[Customer Name]

[Customer Address]

[City, State, Zip Code]

Subject: Conditional Acceptance of Postdated Check

Dear [Customer Name],

We have received your postdated check, number [Check Number], in the amount of \$[Amount], dated [Date on Check].

We agree to hold this check and present it for payment on or after the date inscribed on the check. Please be advised that our acceptance of this postdated check is conditional upon the following terms:

- The check must be honored by your financial institution upon presentation on the specified date.
- If the check is returned for insufficient funds or any other reason, any prior agreements regarding payment extensions may be voided.
- Late fees or administrative charges may still apply as per your original agreement.

By providing this check, you acknowledge that you have sufficient funds to cover the amount on the date specified. We will not be responsible for any overdraft fees incurred if the check is processed on or after its written date.

If you have any questions, please contact us at [Phone Number].

Sincerely,

[Your Name/Company Name]

[Your Title]