

URGENT NOTICE OF DISHONORED CHECK AND DEMAND FOR WIRE TRANSFER

Date: [Insert Date]

To: [Recipient Name/Company Name]
Address: [Recipient Address]
City, State, Zip: [Recipient City, State, Zip]

RE: DISHONORED CHECK #[Insert Check Number] IN THE AMOUNT OF \$[Insert Amount]

Dear [Recipient Name],

This letter serves as formal notice that check number [Insert Check Number], dated [Insert Date on Check], in the amount of \$[Insert Amount], drawn on your account at [Insert Bank Name], was presented for payment and was returned unpaid by your financial institution due to [Reason, e.g., Insufficient Funds/Account Closed].

Due to the urgency of this matter and the failure of the initial payment, we hereby demand that the full balance of \$[Insert Total Amount, including any returned check fees] be remitted immediately via **Wire Transfer**.

Please use the following banking instructions to complete the wire transfer:

Bank Name: [Your Bank Name]
Account Name: [Your Account Name]
Account Number: [Your Account Number]
Routing Number (ABA): [Your Routing Number]
SWIFT/BIC (if applicable): [Your SWIFT Code]

The total amount due, including a returned check fee of \$[Insert Fee Amount], is **\$[Insert Total Sum]**. This transfer must be initiated no later than [Insert Deadline Date/Time].

Failure to provide the funds by the specified deadline may result in further legal action to recover the debt, which may include reporting this matter to law enforcement or initiating a civil lawsuit. Please provide a wire confirmation receipt once the transaction is complete.

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Title/Company Name]
[Your Phone Number]