SENT VIA CERTIFIED MAIL - RETURN RECEIPT REQUESTED

Date: [Insert Date]
To: [Name of Drawer/Maker]
Address: [Insert Address]
City, State, Zip: [Insert City, State, Zip]

RE: NOTICE OF DISHONORED CHECK AND DEMAND FOR PAYMENT

Dear [Name of Drawer/Maker],

This letter serves as formal notice that check number [Check Number], dated [Date on Check], in the amount of $[Amount], made payable to [Your Name or Company Name], was presented to [Bank Name] and was returned unpaid due to [Reason, e.g., Insufficient Funds/Account Closed].

Pursuant to [Insert State Statute Number, if known], you are hereby notified that you have [Number of Days, e.g., 15] days from the receipt of this notice to tender payment in full to satisfy this debt.

The total amount now due is as follows:

- Original Check Amount: $[Amount]
- Statutory Service Charge/Returned Check Fee: $[Amount]
- **TOTAL AMOUNT DUE: $[Total Amount]**

Payment must be made in **certified funds** (cashier's check or money order) and delivered to the following address:

[Your Name/Company Name]
[Your Mailing Address]
[City, State, Zip]

Failure to pay the full amount within the specified timeframe may result in further legal action, which may include a civil lawsuit for the amount of the check, court costs, attorney's fees, and any treble damages authorized by state law. We also reserve the right to report this matter to local law enforcement or the District Attorney's office for criminal prosecution.

Please govern yourself accordingly.

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Phone Number]