



Justice of the Peace Precinct _____
Issuance of Back Check – Information Sheet
Texas Penal Code Subchapter D – Sec. 32.41

BAD CHECK ISSUED BY

Name: _____ Date of Birth _____ Gender: _____

Driver's License No. _____ State _____ Race: _____

Home Address: _____

Work Address: _____

Telephone Number: Cell: _____ Work: _____ Home: _____

COMPLAINANT

Name: _____

Address: _____

Name of Person Accepting Check: _____

Can the person who accepted the check identify the person who issued the check? Y _____ N _____

Did you or your employee (if applicable) look at the check writer's driver's license or ID and is that number recorded on the check? Y _____ N _____

CHECK INFORMATION

Amount of Check: \$ _____ Date of Check: _____ Check Number: _____

Date check accepted: _____ Date Check presented at bank: _____

Items/Services/Performance purchased with check? (Please be specific):

Location where check was issue/passed: _____

Reason check returned: _____ Insufficient Funds _____ No Account _____ Account Closed
_____ No Funds _____ Refer to Maker

Complainant's Signature: _____ Date: _____



IN THE NAME AND BY THE AUTHORITY OF STATE OF TEXAS

I, _____, being duly sworn to state on my oath that I have good reason to believe and do believe before the making and filing of this complaint that on or about the _____ day of _____, _____, in the County of Hardin and State of Texas, _____, who resides at: _____, Date of Birth: _____ did then and there issue or pass a check in the amount of \$ _____ on the Bank of: _____ in _____, Texas to _____ for the payment of money then and there knowing that:

_____ the accused did not have sufficient funds in and on deposit with said bank for payment in full of the check at the time of issuance. The original check or bank imaged copy of the original check is attached as evident.

_____ the accused did not have an existing open account with the bank at the time the accused issued or passed such check. The original check or bank copy of the original check is attached as evidence.

AGAINST THE PEACE AND DIGNITY OF THE STATE.

Complainant

SWORN TO and SUBSCRIBED before me by _____, A credible person, this the _____ day of _____, 20_____.

Notary Public/Court Clerk/Judge

STATE OF TEXAS
COUNTY OF HARDIN

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§

AFFIDAVIT OF SERVICE BY FIRST CLASS MAIL

BEFORE ME, the undersigned authority, who stated under oath:

"My name is _____. I am above the age of eighteen years and fully competent to make this affidavit. I am the owner/representative of _____ at _____, phone number _____. The facts stated in this affidavit are within my personal knowledge and are true and correct.

On _____, a letter was sent in writing to:

by First Class Mail and deposited in a receptacle for regular mail delivery by the United States Post Office with the following information contained therein:

Returned check information: Ck# _____ Ck Date _____ Ck Amount \$ _____

“This is a demand for payment in full for a check or order not paid because of lack of funds or insufficient funds. If you fail to make payment in full within 10 days after the date of receipt of this notice, the failure to pay creates a presumption for committing an offense, and this matter may be referred for criminal prosecution.”

Affiant's Signature

SWORN TO AND SUBSCRIBED before me, a Notary Public in and for the State of Texas, on this the _____ day of _____, 20____.

Notary Public

DEMAND FOR PAYMENT

Date: _____

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

Dear _____

Your check number _____, drawn on _____

dated _____ and made payable to

_____ in the amount of \$ _____

has been returned by the bank marked _____

The total amount due is \$ _____ which includes a \$ _____ service charge.

“This is a demand for payment in full for a check or order not paid because of a lack of funds or insufficient funds. If you fail to make payment in full within 10 days after the date of receipt of this notice, the failure to pay creates a presumption for committing an offense, and this matter may be referred for criminal prosecution.”

Sincerely,

Please submit total amount due to the following address.

