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# REQUEST FOR CRIMINAL PROSECUTION

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## TO BE PROVIDED TO THE LAW ENFORCEMENT AGENCY

1. Provide all the known information regarding the person writing the check(s):

Full Name \_\_\_\_\_  
Address \_\_\_\_\_  
Date of Birth \_\_\_\_\_  
Driver's License Number \_\_\_\_\_  
Phone Number \_\_\_\_\_

2. Provide all the known information regarding the check(s):

Check Number \_\_\_\_\_  
Date of Check \_\_\_\_\_  
Amount of Check \_\_\_\_\_

3. Was the check for a reason other than in exchange for merchandise, services or cash?  Yes  No

4. Was there an agreement to hold the check?  Yes  No

5. Was the check in payment of an open account or credit line?  Yes  No

**If you answered "Yes" to any of Questions 3-5, criminal prosecution likely cannot be pursued.**

6. Was the check written by the account holder?  Yes  No

7. Who is the person who took the check? \_\_\_\_\_

8. Does that clerk still work for you?  Yes  No

If no, list the last known address \_\_\_\_\_

9. Was the check prepared in the clerk's presence?  Yes  No

10. Can the clerk positively identify the person who gave the check?  Yes  No

11. Who is the person who can testify to the check procedures used by your business? \_\_\_\_\_

12. Have you served a 10-day notice?  Yes  No

If you answered "No" to any of Questions 6-12, explain why: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

13. Did you receive a response to the 10-day notice?  Yes  No

If yes, describe \_\_\_\_\_

Provide your: Full Name \_\_\_\_\_  
Business Name \_\_\_\_\_  
Address \_\_\_\_\_  
Work Phone \_\_\_\_\_