

## **SAMPLE LETTER FOR MERCHANT ON STOP PAYMENT CHECK**

Date: \_\_\_\_\_

\_\_\_\_\_ (Check Signer's name)

\_\_\_\_\_ (Address on check)

\_\_\_\_\_ (City, State, Zip Code)

Re: \_\_\_\_\_ (Check number)

\_\_\_\_\_ (Amount of check)

\_\_\_\_\_ (Date of check)

Dear \_\_\_\_\_ (check writer's name),

This is a demand for payment in full for a check or order not paid because of a stop payment order. 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 to the District Attorney's office for criminal prosecution.

Since this check was not paid because of a stop payment order, you have the option of either paying the check or returning the merchandise within 10 days of receipt of this notice. The failure to either return the merchandise or make restitution for the check creates a presumption for committing an offense, and this matter may be referred to the District Attorney's office for criminal prosecution.

Sincerely,

\_\_\_\_\_  
(Your name)