

WEST VIRGINIA

[DATE]

[NAME OF ISSUER]

[STREET ADDRESS]

[CITY AND STATE]

NOTICE OF DISHONORED CHECK

Pursuant to West Virginia law, you are hereby notified that a check or instrument numbered _____ and dated _____ 20____, drawn on _____(bank or other financial institution) of _____, in the amount of \$_____ has been returned unpaid with the notation that the payment has been refused because of insufficient funds. This is a demand for payment in full for a check plus a \$25 service fee or order not paid because of a lack of funds or insufficient funds. If you fail to make payment in full to XYZ CORPORATION 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,

[YOUR NAME]

[YOUR TITLE]

[XYZ COPORTTION]

[ADDRESS]

[YOUR PHONE NUMBER]

[YOUREMAIL@YOURCOMPANY.COM]

WISCONSIN

[DATE]

[NAME OF ISSUER],

You are hereby notified that a check numbered _____, issued by you on _____ (date), drawn upon _____, (name of bank), in the amount of \$ _____, and payable to XYZ CORPORATION, has been dishonored. Under Wisconsin law, you have twenty days from the postmark on this notice to tender payment in full for the amount of the check, the amount due being \$ _____. Unless this amount is paid in full within the twenty-day period, XYZ CORPORATION may file a civil action against you for three times the amount of the check and attorney's fees with the total for exemplary damages and reasonable attorney's fees not to exceed \$500.00.

Sincerely,

[YOUR NAME]

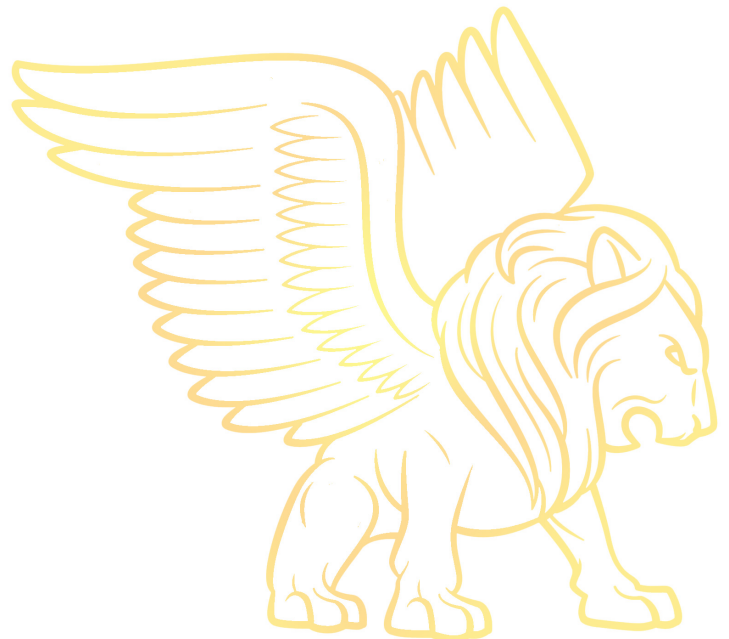
[YOUR TITLE]

[XYZ CORPORATION]

[ADDRESS]

[YOUR PHONE NUMBER]

[YOUREMAIL@YOURCOMPANY.COM]



WYOMING

[DATE]

[NAME OF ISSUER],

You are notified that a check numbered _____, issued by you on _____ (date), drawn upon _____, (name of bank), in the amount of \$ _____, and payable to XYZ CORPORATION, has been dishonored. Under Wyoming law, you have thirty days from the postmarked date on this notice to tender payment in full for the amount of the check, plus a service fee of \$30.00, the total amount due being \$ _____. Unless this amount is paid in full within the thirty-day period, XYZ CORPORATION may file a civil action against you for three times the amount of the check, not less than \$100.00, plus a collection fee of \$30 and court costs incurred by XYZ CORPORATION in taking this action.

Sincerely,

[YOUR NAME]

[YOUR TITLE]

[XYZ COPORTTION]

[ADDRESS]

[YOUR PHONE NUMBER]

[YOUREMAIL@YOURCOMPANY.COM]

