



**DEKALB COUNTY
PROSECUTING ATTORNEY**

P.O. Box 248
Maysville, Missouri 64469
816-449-2279

Date November 2, 2016

Name

Address Line 1

Address Line 2

Re: Check Number _____

PA File Number: _____

Dear _____,

Our office is in receipt of one or more checks that have been written and passed by you in DeKalb County and have been turned over to us for CRIMINAL PROSECUTION. You are hereby notified that you have 10 days from the receipt of this letter to send or bring payment by money order or cashier's check **(NO CASH OR PERSONAL CHECKS)** to the DeKalb County Prosecutor's office, one made payable to the merchant in the amount listed below and one to the DeKalb County Prosecutor in the amount listed below. Failure to make payment as directed above, by the end of the 10 days, will result in your case being reviewed for prosecution. **WE WILL FORWARD THE PAYMENT TO THE VICTIM SO DO NOT COMBINE THE FEE AND PAYMENT INTO ONE MONEY ORDER.**

If you are prosecuted, every effort will be made by this office to obtain a criminal conviction. This may include requesting personal information, including but not limited to, bank records. The time to prevent this from happening is **NOW**. Once charges are filed they will not be dismissed upon payment of the bad check.

If you want us to return your check and provide you with a receipt, you must include a self-addressed stamped envelope. Otherwise your check will be destroyed.

If you have questions regarding this matter, please contact our office.

Business Name	Check No.	Check Amt.	Merchant Total	Pros. Fee

TOTAL AMOUNT DUE BUSINESS NAME :

TOTAL AMOUNT DUE DEKALB COUNTY PROSECUTOR: