

BAD CHECK CRIME REPORT

CARSON CITY DISTRICT ATTORNEY

JASON WOODBURY

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Bad Check Restitution Program

Address:
885 E. Musser St., Ste. 2030
Carson City, NV 89701

Bad Check Program Contact:

(775) 283-7104 - Merchant Hotline
(775) 887-2072 - Check Writer Hotline
(Please refer check writer to the "check writer" hotline)

For more information: www.carson.org/government/departments-a-f/district-attorney

Step 1

Confirm Eligibility

The following types of checks are ineligible for the program:

- *Two-party checks
- *Partially re-paid checks
- *Fraudulent or stamped lost/stolen/forged
- *Payroll, credit card or rent checks
- *Post/pre-dated or altered checks
- *Checks you agreed to hold before depositing
- *Checks passed out of Carson City Co.
- *Checks which are repayment of loan or civil contract agreement

Step 2

Victim Information

Victim/Merchant Name: _____

Contact Name: _____ Title: _____

Victim Contact Information: (Required) Email: _____

Phone: (____) _____ Fax: (____) _____

• *Email and/or fax are required for acknowledgement receipt of check and/or Program communication*

Address: _____ City: _____ State: _____ Zip Code: _____

\$ _____ CASE NUMBER: (DA OFFICE) _____ Date: _____

Step 3

Check Writer Information

Check Writer's Name: _____

Address: _____ Apt: _____

City: _____ State: _____ Zip Code: _____

Home Phone: (____) _____ Other Phone: (____) _____

Driver's License # / Other ID #: _____

State: _____ Date of Birth: _____ / ____ / ____

Other ID: (if applicable) _____

A "Courtesy Notice" must be sent to recover the bad check(s) in question. If no attempt has been made, the check is not eligible for prosecution. (See sample courtesy notice on next page.)

Step 4

Check Information

Ck. No.	Date Passed	\$ Amount	Name of person accepting check <small>(if no longer employed please list manager)</small>	Can person ID check writer?
_____	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No

Address where check was accepted (if different than above in Step 2): _____ (Required)

City: _____ State: _____ Zip Code: _____

Step 5

Victim Verification

Sign & date

- I will not accept direct payment from the check writer after filing this report with the Program. Please refer check writer to (775) 887-2072.
- I understand that the check writer has the option to dispute this claim in writing with the Bad Check Program.
- If this crime report is not completely filled out it may prevent or delay this case from moving forward for prosecution review.
- I attest that I have sent courtesy notice to the check writer and after 10 days it remains unpaid.
- I have reviewed the filing instructions; I hereby affirm and attest under penalty of perjury, that all information provided on this crime report is true to the best of my knowledge.

X _____
Signature of Person Filing (Required) Print Name of Person Filing Date Filed

Additional crime reports are available at: <https://carson.org/government/departments-a-f/district-attorney>
This Program is administered by Investigator Bob Smith with the Carson City District Attorney's Office.

Staple original or bank-generated substitute check here

Sample "Courtesy 10-Day Notice"

Date

Dear Check Writer:

You are hereby notified that a check numbered _____ in the face amount of \$ _____, issued by you on _____ drawn upon _____ bank, and payable to _____, has been dishonored. You have 10 days from receipt of this notice to tender payment of the full amount of such check plus a bank charge of \$ _____, the total amount due being \$ _____.

Unless this amount is paid in full within the time specified above, we may turn over the dishonored check and all other available information relative to this incident to the District Attorney's Office for potential criminal prosecution.

Closing,

Your name/address

Bad Check Program Information

As a victim of a bad check you may file this report with the Carson City Sheriff's Office, provided there is sufficient information, and that the check meets all eligibility guidelines. The Carson City County District Attorney's Office will seek full restitution for victims whenever possible; however, please keep in mind that the Bad Check Restitution Program can make no recovery guarantees. By submitting the check to the program you surrender control of the check to criminal process and forego the opportunity to pursue civil debt collections.

Check writers are encouraged to make payments in full. Should a partial payment be received, the payment will be allocated between the victim and the Bad Check Program. "Restitution" refers to the face value of all checks listed on this report along with all "stated" bank charges assessed by your bank.

A check will be deemed ineligible and returned to you to pursue a civil remedy, if a filed check is later determined to be:

- A stop payment check where the issuer acted in good faith and with reasonable cause in stopping payment,
- A check issued by someone not competent or of legal age,
- A check dishonored due to bank error or failure to notify the check writer of bank adjustment of a check,
- A check issued to pay an obligation arising from an illegal transaction.

What to do after my crime report is filed with the Program

- Please **do not** accept direct payments from check writers. Should the check writer contact you to make payment, refer them to the Check Writer Hotline at (775) 887-2072.
- You may contact the Merchant Hotline for case updates at (775) 283-7104 anytime. Please leave a message when prompted.
- Please allow a minimum of 90 days to pursue restitution.
- If the check writer does not comply with the Program, the case may be reviewed for possible criminal prosecution.
- If we are unable to recover restitution and/or the check is not "eligible" for prosecution, you may request the check(s) be returned to pursue a civil remedy.

Filing Instructions

PLEASE ensure all documents are attached

1. Attach copies of original or legal copies of ALL checks (including front and back of checks) and all supporting documents such as CERTIFIED MAIL RETURN RECEIPT OR UNDELIVERED LETTER, COPY OF "COURTESY NOTICE," "RETURN ITEM" NOTICE FROM THE BANK (WITH FEES).
2. Mail or Deliver Bad Check Crime Report and all other correspondence to:
Carson City Sheriff's Department -- Bad Check Restitution Program
911 E. Musser St., Carson City NV 89701
4. Once a report has been filed: ALL restitution payments must be coordinated by the District Attorney's Office. Should the check writer contact you to make payment, direct them to the Bad Check Restitution Program at (775) 887-2072.

DO NOT ACCEPT PAYMENT DIRECTLY FROM CHECKWRITER.