

Eleventh Circuit Solicitor's Worthless Check Unit



Donald V. Myers
Solicitor

The Solicitor's Worthless Check Program is a **FREE** service to the victims of worthless checks. Upon collection of the check, we will send you the full amount of the check plus your \$30.00 service charge. The Solicitor's Office will handle all the correspondence with the check writer; therefore, you do **NOT** need to send the check writer any written notice of the worthless check.

Instructions

On the next page, you will find the 11th Circuit Solicitor's Worthless Check Unit Victim/Vendor Worksheet which is required for the Solicitor's Office to help you collect on your bad check. Each worthless check will need a separate worksheet.

There are 6 questions that we need you to complete on the worksheet along with information about who you are.

Question #1 is information about who the worthless check is from.

Helpful Hints when accepting a check:

- Remember to get the driver license number and the state who issued the license.
- If the check has a PO Box instead of a street address, get a street address.
- Remember to write down the check writer's home and work phone numbers.
- On business checks, always write on the check who signed the check.
- Any additional information that you can obtain such as race, sex, date of birth, register transaction number, and the initials of who accepted the check and witnessed the signature is very helpful if we have to obtain an arrest warrant and prosecute the check writer.
- Remember always verify that the date on the check, amount of the check and that the signature on the check matches the driver's license signature.

Question #2 asks the date you received the check. For example, if the check was mailed to you, record the date you received the check, not the date on the check.

Question #3 asks the date you deposited the check.

Question #4 asks for the bank you deposited the check to.

Helpful Hint: if you try to cash the check at the bank it was written on and there are no funds available, ask the bank to give you a written statement that the funds are not available.

Question #5 asks if you deposited the check within **10 days**.

Question #6 asks which county you received the check in.

Once you answer all 6 questions and complete the bottom section about who you are, staple the original check to the Worksheet and either mail or bring us the worksheet and the attached check.

The Worthless Check Program is a **FREE** service for you. All program cost are paid by the check writer. In the event that you decide to withdrawal a check from the program, you maybe responsible for the fees normally charged to the check writer. Those fees are at least \$91.00.

If you have any questions, please feel free to call our office at (803) 785-8142 or email us at checkunit@lex-co.com.

11th Circuit Solicitor's Worthless Check Unit

Mailing Address
P.O. Box 2077
Lexington, SC 29071



205 East Main Street
Lexington, SC 29072
(803) 785-8142

Victim/Vendor Worksheet

Please Print or Type

1. Identification and Address information **obtained at time check was accepted:**

Offender's Name: _____ SEX ___ RACE ___

Address: _____ C/S/Z: _____

Phones: _____ ID or DL#: _____ STATE: _____

DOB: _____ SSN: _____

2. Date the check was accepted (*Can be different than check date*): _____

3. Date check deposited (*1st deposit date only*): _____

4. Bank where deposited: _____

5. Deposited within 10 days? YES NO (*if no, we may not be able to help you*)

6. Check was **received in what County?** _____

Staple Check Here

I understand that by signing this form that I attest that there was no agreement to hold the check in question. If I later want to stop the collection or prosecution process, I **maybe** liable for costs totaling at least \$91⁰⁰.

SIGNATURE: _____ DATE: _____

PRINT NAME: _____ COMPANY: _____

ADDRESS: _____ C/S/Z: _____

PHONE: _____ ALTERNATE PHONE: _____

Fax: _____ E-mail: _____

Any additional information you have about the check writer is appreciated.