

DATE: [Insert Date]

TO:

[Name of Debtor]

[Address]

[City, State, Zip Code]

RE: NOTICE OF DISHONORED CHECK (STOP PAYMENT)

Dear [Name of Debtor],

This letter serves as formal notice that the check listed below, which was issued by you and made payable to [Your Name/Company Name], has been returned by the bank unpaid due to a "Stop Payment" order.

- **Check Number:** [Insert Check Number]
- **Check Date:** [Insert Date on Check]
- **Check Amount:** \$[Insert Amount]

You are hereby notified that the check has not been honored. Demand is hereby made upon you for the payment of the full amount of the check plus a service charge of \$[Insert Amount of Returned Check Fee, if applicable by law].

Please provide the total amount of \$[Insert Total Amount Due] in the form of cash, cashier's check, or money order within [Insert Number of Days, e.g., 10 or 30] days from the date of this notice.

Payment should be sent to the following address:

[Your Name/Company Name]

[Your Mailing Address]

[City, State, Zip Code]

If payment is not received within the time frame specified above, I reserve the right to pursue further legal action, which may include filing a civil lawsuit for the amount of the check, court costs, and any statutory damages allowed by [Insert State Name] law.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Phone Number]