

Essex Police Department Bad Check Information Sheet  
(please print this form and use when needed)

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Vermont Law on Insufficient Fund Checks  
Title 13, VSA, Section 2022 -  
Bad Check Information Sheet

Firm \_\_\_\_\_ Telephone ( \_\_\_ ) \_\_\_\_\_

Address \_\_\_\_\_ Reported by \_\_\_\_\_

Date check received \_\_\_/\_\_\_/\_\_\_ Accepted by \_\_\_\_\_

Can this person identify the person who issued the check: Yes \_\_\_ No \_\_\_

Issuer \_\_\_\_\_ Telephone ( \_\_\_ ) \_\_\_\_\_

Address \_\_\_\_\_ Age \_\_\_ Height \_\_\_ Weight \_\_\_

\_\_\_\_\_ Hair \_\_\_ Eyes \_\_\_ Glasses \_\_\_

Scars/Marks/Tattoos \_\_\_\_\_

Identification used \_\_\_\_\_

(i.e. drivers license, courtesy card, social security card, other ID)

Reason check was returned \_\_\_\_\_

(i.e. insufficient funds, no account, account closed, forgery, other)

*Restricted delivery letter* requesting payment was sent to issuer on \_\_\_/\_\_\_/\_\_\_

Letter was *accepted* by issuer on \_\_\_/\_\_\_/\_\_\_

Letter was *returned* by the Post Office because \_\_\_\_\_

The following attempts to collect on the check have been made:

\_\_\_\_\_  
\_\_\_\_\_

As of this date \_\_\_/\_\_\_/\_\_\_ payment has not been received, nor has the issuer made any attempts to pay off the debt.

Date \_\_\_/\_\_\_/\_\_\_ Signature of complainant \_\_\_\_\_

**FOR POLICE USE ONLY:**

Received at Essex Police \_\_\_/\_\_\_/\_\_\_ By \_\_\_\_\_

Case Number \_\_\_ ES \_\_\_\_\_ Assigned Officer \_\_\_\_\_