

SIXTEENTH CIRCUIT SOLICITOR'S WORTHLESS CHECK UNIT



KEVIN S. BRACKETT
SOLICITOR

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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

Attached you will find the 16th 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. You will need a separate worksheet for each worthless check.

Please be certain to answer all of the following questions being certain to provide as much information as possible.

Question #1 requests information on the writer of the check..

Helpful Hints when accepting a check:

- Remember to get the driver's license number and the state where the license was issued.
- Be certain to get a street address if the check does not have one.
- Remember to write down the check writer's home and work phone numbers.
- On company checks make sure you get the name of the writer.
- In the event that we have to obtain an arrest warrant and prosecute the check writer, any information such as race, date of birth, sex,, 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.
- Always verify the date on the check and amount of the check and that the signature on the check match the driver's license signature.

Question #2 Please state the date on which you received the check. 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 on which you deposited the check.

Question #4 asks for the bank into which you deposited the check.

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 The name of the county in which the check was received.

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. Our mailing address is 1675-1A York Highway, York, SC 29745

The Worthless Check Program is a FREE service for you. All program costs are paid by the check writer. In the event that you decide to withdraw a check from the program, you may be 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) 818-5804 or email us at maria.cabrera@yorkcountygov.com

16th Circuit Solicitor's Worthless Check Unit



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

Offender's Name: _____ Sex: _____ Race _____

Address: _____

Phones: _____ ID or DL#: _____ State: _____

DOB: _____ SSN: _____

2. Date the check was accepted (can be different than check date): _____
However, if the check is post dated, we cannot prosecute on same.

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

4. Bank where deposited: _____

5. Deposited within 10 days? ___ Yes ___ No (If not we may not be able to help you)

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

I understand that by signing this form 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 **may be** liable for costs totaling at least
\$91.00

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.