

THE 10 DAY DEMAND LETTER SENT BY MERCHANT (EXAMPLE)

NOTICE: THIS LETTER IS BEING MAILED THIS DAY BY CERTIFIED MAIL DEPOSITED IN THE U.S. MAIL SYSTEM - RETURN RECEIPT REQUESTED

Date: (Date of letter must be the date of deposit in U.S. Mail)

To: (Check writer at address shown on the check)

Your check dated (date of check) in the amount of \$(amount of check) drawn on the (name of bank) has been returned by the bank with the notation of non-payment at presentment of (no account, insufficient funds, account closed, etc).

We accepted this check from you on (date of check), at your request, in payment for (merchandise, goods, service).

Pursuant to Article 14:71 of the Louisiana Criminal Code, I am hereby notifying you of this non-payment. Your failure to pay me the amount of this check within ten days after the mailing of this letter will be presumptive proof of your intent to defraud me and I will refer this matter to the District Attorney for criminal prosecution and issuance of a warrant for your arrest.

From: (Merchant)