

Date: _____

Dear: _____,

Your check number _____ was returned from the bank marked:

- Insufficient Funds
- Closed Account
- Other

We hereby demand payment in full for the check amount of \$ _____
plus \$ _____ for the return check charge and \$ _____
bank fee charge within ten (10) days from the date of this letter above.

We hope to receive this money immediately.

Sincerely,