

# BAD CHECK REFERRAL SHEET

***Please print or type. One questionnaire required for each check.***

1. Check was written to (Name of Establishment): \_\_\_\_\_  
Check was taken by (Name of Employee): \_\_\_\_\_  
Employee's Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_

2. Date Check was taken: \_\_\_\_\_ Account Number: \_\_\_\_\_  
Account Holder: \_\_\_\_\_ Bank Name: \_\_\_\_\_  
Check Signed By: \_\_\_\_\_ Check Number: \_\_\_\_\_  
Account Holder's Address: \_\_\_\_\_  
Check Amount: \$ \_\_\_\_\_  
Returned Check Charge: \$ \_\_\_\_\_  
Other Fees Incurred: \$ \_\_\_\_\_

3. Person Presenting Check: \_\_\_\_\_  
Address: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_

4. Check one:  
a. Presenter was known personally to employee  
b. Employee checked the following photo ID for verification of identity or address:  
Driver's License  
Military ID  
State ID  
Other (Please Specify): \_\_\_\_\_

5. If information is obtained from a bank regarding the check, please provide the information and the name, address and telephone number of the bank contact person: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. If the Winneshiek County Attorney files a trial information in this matter, I pledge myself and all my employees to help in whatever way necessary with the prosecution of this criminal charge. Yes No

7. This check was accepted in Winneshiek County.

8. \_\_\_\_\_ (Defendant) received \_\_\_\_\_  
(describe money, goods or services received in exchange for check), in Winneshiek County, Iowa. Defendant received these goods or services on \_\_\_\_\_ (date).

**Please check either "yes" or "no" in answer to the following questions:**

1. Was this a postdated check?    Yes    No
2. Have you agreed to extend the time of payment?    Yes    No
3. Did you agree to hold the check for a few days before sending it through?    Yes    No
4. Did the Defendant tell you to hold the check until he got paid?    Yes    No
5. Did the Defendant tell you there was not money in the bank to cover the check at the time it was issued, but that he would have money in the bank to cover the check by the time it got to the bank?    Yes    No
6. Did you know the check was not good when you took it?    Yes    No
7. Was this check given to pay an old debt or to pay for goods or services provided to Defendant on credit?    Yes    No

Other comments regarding this check: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

STATE OF IOWA, COUNTY OF WINNESHIEK )—SS

I, the undersigned, do swear under oath that the check I accepted from \_\_\_\_\_ dated \_\_\_\_\_ was not taken as a hold check, post-dated check or received on account to pay for a credit transaction, and that said check was taken in good faith for merchandise, service, and/or cash which was delivered at the same time as the check was accepted, or after the check was accepted.

This statement is made in good faith and for the sole purpose of enforcing the criminal laws of Iowa; I do not desire nor expect to use the prosecution of this case for the purpose of collecting a debt, nor for any private purpose, nor will I accept restitution without contacting the Winneshiek County Attorney.

\_\_\_\_\_

Subscribed and sworn to me the undersigned by \_\_\_\_\_ on this the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
 Notary Public  
 In and For Said County and State