



Office of the Prosecuting Attorney
31st JUDICIAL CIRCUIT
LAKE COUNTY, INDIANA

BERNARD A. CARTER
PROSECUTING ATTORNEY



COUNTY COURTS DIVISION
2293 NORTH MAIN STREET
CROWN POINT, INDIANA 46307
(219) 755-3610
FAX (219) 755-3617

To Whom It May Concern:

When the check you received is returned as 'NSF' or on a closed account, and you wish to use the services of this office, please complete the enclosed yellow *Notice of Non-Payment of Check* form, keeping a copy for your records. This notice should be sent to the person who signed and presented the check to you, by regular mail, to the address in which he or she provided. The service fee that you are entitled to, per check, is \$27.50, or 5% of the face amount of the check, whichever is greater, not exceeding \$250.00. The check writer has ten (10) days after the date of mailing to redeem the check.

After the necessary ten (10) day waiting period, if the amount of the check plus the service fee has not been paid, mail the following information to my office:


1. A copy of the *Notice of Non-Payment of Check* form;
2. A copy of the check, front and back (NO originals);
3. A copy of the returned envelope, if such; and
4. Any other information that you have on the check writer.

These items should be mailed to:
Office of the Prosecuting Attorney
NSF Check Division
2293 North Main Street
Crown Point, IN 46307

To initiate prosecution, it is important to ascertain the identity of the check writer by obtaining their current address, date of birth, and operator's license number.

Should you have any questions, please do not hesitate to contact the NSF Check Division of my office at (219) 755-3610.

Sincerely yours,


Bernard A. Carter
Prosecuting Attorney



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Dear Vendors,

When taking a check please be mindful that if the check comes back NSF Lake County Prosecutor's needs your help to collect information to help collect these funds. Listed below is what is needed for us to successfully obtain funds. When funds are paid please contact (Penny J. Evans)

- 1. Driver's license number**
- 2. Birthdate**
- 3. Phone number**
- 4. Social security**

Please feel free to call me if you have any questions.

Thank You in advance


Penny J. Evans
Check Division
2293 N Main St
Crown Point, IN 46307
(219)755-3610 (ext. 209)



NOTICE OF NON-PAYMENT OF CHECK

DATE NOTICE SENT: _____

TO: PERSON WHO SIGNED CHECK

FROM: RECEIVER OF CHECK

NAME _____

NAME _____

ADDRESS _____

ADDRESS _____

DATE OF BIRTH: ____/____/____

(____) _____

TELEPHONE NO.

STATE/DRIVER LICENSE NO. _____

RE: NON-SUFFICIENT FUND CHECK

You are hereby notified that the check described below has been dishonored and returned unpaid. Payment of the amount of the check plus the service fee will avoid criminal liability if made within ten (10) days to the business or person above. Indiana Code 35-43-5-5.

CHECK NO.: _____

DATE OF CHECK: _____

PAYABLE TO: _____

BANK OF WRITER: _____

AMOUNT: _____

ACCOUNT NO. OF WRITER: _____

SERVICE FEE: _____

DATE CHECK RECEIVED: _____

TOTAL: _____

Check Deception is a Class A Misdemeanor punishable by imprisonment for a fixed term of not more than one (1) year or a fine of not more than \$5,000.00, or both. I.C. 35-50-3-2. In addition, civil liability may be imposed in an amount up to three (3) times the face amount of the check. I.C. 26-2-7-6.