

HOT CHECK DIVISION

The Caldwell County Criminal District Attorney's Hot Check Division is a place for merchants and citizens to report those who write worthless checks. This division is one of the few divisions at the District Attorney's office that is able to take reports of criminal conduct directly from the victim of the crime. Our first priority is to collect restitution for the merchants and citizens that file checks with our office. We can also use the criminal court system to see that restitution is paid on the checks and check writers are identified and punished.

Important information for Merchants:

1. We accept checks passed in Caldwell County
2. Statute of limitations on checks is 2 years
3. We collect \$30.00 merchant fee on each check
4. Without a driver's license number, a warrant cannot be issued

We hope this web site proves to be helpful to you. If you have further questions or have comments, please call 512-398-1811 extension 4330. Hot Check Coordinator is Michele Howard.

HOT CHECK DATA FORM

CRIMINAL DISTRICT ATTORNEY, CALDWELL COUNTY, TEXAS

1703 S. COLORADO STREET, BOX #5, LOCKHART, TEXAS 78644

(512) 398-1811

NAME OF PERSON WRITING CHECK(S) _____ DATE _____
Home Address _____ Zip _____ Phone _____ TDL _____
Work/Business Address _____ Zip _____ Phone _____ Other ID _____
Is this a company check? _____ Check writer's relationship to company _____ SS# _____
DOB _____ / _____ / _____
Race _____ Sex _____
Hair _____ Eyes _____

How many checks are being filed? _____ Payable to _____

1. CHECK# _____ DATE _____ \$ _____	**(Maximum five checks per form, if all checks accepted by same person) PERSON ACCEPTING CHECK(S): _____
2. CHECK# _____ DATE _____ \$ _____	
3. CHECK# _____ DATE _____ \$ _____	
4. CHECK# _____ DATE _____ \$ _____	
5. CHECK# _____ DATE _____ \$ _____	

Was check thought to be good when taken? _____ Was information on front of check verified? _____ Was check postdated? _____ Deposited within 30 days? _____
Bank returned check stamped: NSF _____ ACCOUNT CLOSED _____ OTHER _____

DESCRIBE PROPERTY OR SERVICE FOR CHECK(S) (ATTACH A LEGIBLE INVOICE IF AVAILABLE):

Was all or part of property returned? _____
Was property delivered or service rendered in Caldwell County? _____ If no, where? _____
Was property delivered or service rendered at the time check was received? _____ If no, when? _____
Has the check writer made any partial payments? _____ If so, when? _____ How applied? _____
Has the check writer made a promissory note? _____ If so, what amount? _____ Date _____ Explain _____

PERSON ACCEPTING CHECK(S): _____
Can he/she identify check writer? _____ If no, who can? _____
Did signer of check deliver check in person? _____ If no, who? _____
Did someone else see check delivered? _____ (List names of witnesses on back)
Can the witness(es) identify signer of check(s) _____ Or person delivering check(s)? _____

ATTEMPTS MADE BY YOU TO NOTIFY CHECK WRITER: _____
Phone Call? _____ Certified Letter? _____ Was the certified letter mailed to the address printed on the check? _____ If not, to what address was the certified letter mailed and why? _____
Date letter was mailed? _____ Was return receipt signed? _____ Who signed? _____ Date _____
Was letter returned? _____ How was it marked? _____ Date _____
Where can person who signed check be located today? _____

STATUTORY PROCESSING FEE:

Art. 102.007 TEX. CODE CRIM. PRO. ANN.; Sect. 3.506 TEX. BUS. AND COMM. CODE ANN.
I request that Criminal District Attorney collect the statutory processing fee regarding each of the checks listed herein. Yes _____ No _____
Amount per check \$ 30.00 (Fee not to exceed \$30.00 per check)

RESTITUTION

Money collected should be sent to _____
Address _____ City _____ State _____ Zip _____
Should we require more information, contact _____ Phone _____

I understand that my check(s) may be accepted for collection purposes only. Criminal District Attorney cannot assure restitution, nor can the Criminal District Attorney guarantee that this complaint will be accepted for prosecution. If a decision is made to prosecute the check writer, this check will become part of the evidence file for the State of Texas. I hereby swear that the above information is true, correct, and complete to the best of my knowledge. I understand that if charges are filed, a warrant can be issued to have the check writer placed in jail. If necessary, the above named witness(es) may be required to appear and testify against the check writer in court. I am familiar with the provisions of Section 3.506 of the Texas Business and Commerce Code and will not violate the law regarding a double recovery of the statutory processing fee.

COMPLAINANT\AGENT for _____