



LANCASTER POLICE DEPARTMENT
25 MAIN STREET
LANCASTER, NH 03584

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Chief of Police

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GUIDELINES FOR BAD CHECKS

1. Individual must have been notified in writing by **certified mail return receipt requested**.
2. We must have the return receipt, signed by the person, or the certified letter showing person refused the letter.
3. The Business must provide the individuals date of birth and drivers license number and state issued.
4. The business must provide a street address where the person can be located
5. The business must provide the name of the employee who received the check and that employee must be able to testify in court to the identity of the person who passed the check.
6. Businesses must understand that the primary purpose for intervention by the Lancaster Police Department is enforcement of violations of the criminal statues of the State of New Hampshire. As such there is no guarantee that restitution will be collected at any time. We will make every effort during the process to collect restitution in the amount that check was written for and for any reasonable service charges, however the court is not bound to order restitution in any amount if the violator is convicted.
7. Businesses receiving restitution for a check **after** it has been forwarded to the Lancaster Police Department, must notify the police Department immediately. Any payment received within seven (7) days of a court hearing will still be obligated to appear in court on their scheduled date.
8. If there are any questions about the proceedings with a bad check prosecution, contact the Lancaster Police Department.