

**DEMAND LETTER PURSUANT TO
CIVIL STATUTE O.C.G.A. § 13-6-15**

Date: _____/_____/20_____.

TO: _____
(Name)

(Address)

(City, State, Zip Code)

FROM: _____
(Name of Sender)

(Address)

(City, State, Zip Code)

YOU ARE HEREBY NOTIFIED that the following check(s) or instrument(s):

Check Number	Check Date	Check Amount	Name of Bank
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

The above listed check(s) or instrument(s) were drawn upon: **(HAS OR HAVE BEEN DISHONORED)**

Account Number

Payable To

Dear Sir/Madam:

Pursuant to Georgia Law, you have **ten (10) days** from the receipt of this notice to tender payment of the full amount of the check(s) or instrument(s) plus a service charge of \$20.00 or five (5%) percent of the face amount of the check(s) or instrument(s), whichever is greater.

\$ _____ : Total amount due

Unless this amount is paid in full within the specified time above, the holder of the check(s) or instrument(s) may file a civil suit against you for two (2) times the amount of each check or instrument, but in no case more than \$500.00, in addition to the payment of the check(s) or instrument(s) plus any court costs incurred by the payee in this action.

Sincerely,

Name of Sender