

**HARRISON COUNTY CRIMINAL DISTRICT ATTORNEY  
HOT CHECK INFORMATION  
COKE SOLOMON-CRIMINAL DISTRICT ATTORNEY  
SHERRY GRIFFIS-HOT CHECK COORDINATOR  
P.O. Box 776, Marshall, TX 75671  
903-935-8408**

**CHECK REQUIREMENTS:**

**PROPER I.D. REQUIRED (VALID DRIVER'S LICENSE OR STATE I.D. & DOB)**

**WE CANNOT ISSUE A WARRANT WITHOUT A DRIVER'S LICENSE NUMBER OR A DATE OF BIRTH. WE MUST HAVE ONE OR THE OTHER IN ORDER TO ISSUE A VALID WARRANT TO ARREST SOMEONE.**

PLACE DL NUMBER AND DOB ON CHECK, **EVEN IF IT'S PRINTED ON THE CHECK.** VERIFY THAT THE PERSON PASSING THE CHECK IS THE SAME PERSON.

IF SOMEONE IS SIGNING THE CHECK, BE SURE TO GET **THEIR** DL NUMBER...THERE HAVE BEEN TIMES WHEN A HUSBAND WILL SIGN THE CHECK BUT THE WIFE'S DL NUMBER IS GIVEN...BE CAREFUL ON THIS. **WE CANNOT ISSUE A WARRANT IF THE DL OR DOB DOES NOT MATCH THE PERSON SIGNING THE CHECK. (THIS APPLIES TO BOYFRIEND/GIRLFRIEND, RELATIVES, FRIENDS, ETS.)**

WHEN YOU RECEIVE THE CHECK BACK FROM THE BANK & IT IS NSF, IT IS REQUIRED THAT YOU SEND A **10 DAY LETTER.** THEN YOU MUST ALSO FILL OUT AN **AFFIDAVIT OF SERVICE** STATING THAT YOU DID SEND THEM NOTICE AND YOU HAVE TO HAVE THE AFFIDAVIT NOTORIZED AND TURNED IN WITH THE OTHER FORMS. **ACCOUNT CLOSED** CHECKS CAN BE FILED WITH THIS OFFICE IMMEDIATELEY.

THE STATUTE OF LIMITATIONS ON HOT CHECKS IS 2 YEARS, IF THERE IS A WARRANT ISSUED ON THE PERSON FOR A HOT CHECK WE CAN STILL COLLECT ON IT, IF THERE IS NO DL# OR DOB ON THE CHECK AND THEY DO NOT RESPOND TO OUR LETTERS THERE IS NO WAY FOR US TO COLLECT ON THE CHECK.

FILL OUT A DISTRICT ATTORNEY HOT CHECK INFORMATION SHEET ON **EACH CHECK.**

\*\*\*\*\*FORM MUST BE SIGNED\*\*\*\*\*

\*\*\*\*\*YOU CAN LEGALLY CHARGE A \$30.00 PER CHECK RETURN FEE\*\*\*\*\*

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\*\*\*WE ONLY HAVE JURISDICTION ON CHECKS THAT ARE PASSED IN HARRISON COUNTY, TX. ALL OTHER CHECKS WILL NEED TO BE FILED IN THE COUNTY IN WHICH THE CHECK WAS PASSED OR GIVEN TO YOU

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**WE ARE UNABLE TO PROSECUTE THE FOLLOWING:**

STOP PAYMENT  
PAYMENT ON ACCOUNT  
SOME 2 PARTY CHECKS

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\*\*\*\*\*IF YOU CLOSE YOUR BUSINESS, MAKE SURE WE HAVE A FORWARDING ADDRESS.

\*\*\*\*\*HOLD CHECKS, POST-DATED OR HELD FUNDS CHECK.... WE WILL TRY TO COLLECT, BUT CANNOT ISSUE A WARRANT.

\*\*\*\*\*FORGERY CHECKS....GET A NOTORIZED FORGERY AFFIDAVIT AND FILE CRIMINAL CHARGES WITH YOUR LOCAL LAW ENFORCEMENT AGENCY.