



Filing Criminal Charges – Passing a Bad Check

In order for you to sign a criminal complaint (Section 2913.11 of the Ohio Revised Code) on a bad check, you must:

1. Send a certified letter, obtaining the return postal receipts.
2. The letter should be specific as to date, bank drawn on, amount, why the check was refused payment, and that you will sign criminal charges if the check is not made good within ten (10) days.
3. Wait ten (10) days after delivery, or attempted delivery.
4. Bring a copy of the letter, original receipts, and the original check to the police department. An officer will be assigned to your case.
5. Sign a criminal complaint and a summons or warrant will be issued to the person charged.

When accepting a check, it is very important to obtain proper identification (preferably with a photograph) in order to increase the chances of recovery on a bad check, and lessen the possibility of signing charges against the wrong person.

Once you have initiated a police report, do not accept another check for the bad check, and do not accept partial cash payment on the check. A partial payment indicates “good faith,” and the situation will then become a civil matter – not a criminal matter, and the police department will no longer be involved.

If you have any other questions, please contact the officer assigned to your case, and refer to the case number.