

**SENECA FALLS POLICE DEPARTMENT
GENERAL ORDER**

General Order: 460	Rescinds: 07/01/13
Subject: Bad Check Procedures	NYS Accreditation:
Effective Date: 05/29/2019 By Order Of: Stuart W. Peenstra, Chief of Police	

I. PURPOSE

To establish policy and procedure for handling complaints of Issuing a Bad Check.

II. POLICY

- A.** No post-dated, stop payment, partial payment received, third party, or checks which the maker requested be held for a period of time before cashing, will be accepted for prosecution. These situations are civil and the victim will be advised of that.
- B.** Nothing herein will preclude an officer from attempting to contact a suspect in an attempt to resolve the matter prior to requesting a warrant.
- C.** At no time shall officers accept or take possession of any cash, check, or other forms of payment for the purposes of resolving bad check complaints.

III. PROCEDURES

- A.** When a complainant wishes to file a report regarding a Bad Check, the investigating officer will provide the complainant with a copy of the Bad Check Procedures. If the complainant has already followed those procedures (protested check, sent certified letter, etc.), then the officer will initiate the following course of action.
 - 1. A Crime Report and Information will be completed by the investigating officer and signed by the victim. In order to attest to the suspect's identity, a Statement of Fact must be obtained and signed by the person accepting the check, if such person is not the victim.
 - 2. The Information, Supporting Deposition, Check, Certificate of Protest, and Postal Return Receipt card for demand payment letter will be forwarded to court for a warrant and an arrest package will be started containing copies of same.
- B.** Multiple checks uttered by the same suspect to the same victim and turned over to the Seneca Falls Police Department at the same time, will be handled as one (1) CR# and one (1) crime report, listing the appropriate multiple counts, (i.e. Issuing a Bad check - 3 counts).