

SEDRO-WOOLLEY POLICE DEPARTMENT
Check Policy

The following criteria will be used to determine if the case will be investigated by the Sedro-Woolley Police Department:

UIBC

- I. NSF - Non Sufficient Funds - Civil
 - A. The business may continue collection efforts until the account is closed, at which time it may be submitted to Sedro-Woolley Police Department if "Account Closed" criteria is met.
- II. Account Closed
 - A. Fifty dollars or more in aggregate value of checks(s)
 - 1. Sedro-Woolley Police Department will accept check(s) of less than \$50 in value to determine if multiple victims will meet aggregate value requirements.
 - 2. If criteria is not met, case will be made inactive and check(s) returned to the business the a letter of explanation.
 - B. Check passed within 60 days
 - C. Check stamped "Account Closed" by bank
 - D. Business employees must have completed the following:
 - 1. Initialed the check
 - 2. Obtained picture ID (WDL, WID, Military ID) and noted expiration and state
 - 3. Noted on check ID number of presenter
 - 4. Be able to testify in criminal proceeding to the above procedure
- III. Forgery
 - A. All forged check(s) will be accepted for investigation:
 - 1. Forged check(s) that fail to meet the following will be noted inactive for investigations:
 - a) Initialed by employee
 - b) Employee has obtained picture ID (WDL, WID, Military ID) and noted expiration and state
 - c) Be able to testify
 - 2. Check(s) not meeting criteria will be noted inactive and letters sent to the business
 - 3. Original checks will be retained for possible coordinated investigation by another agency.