

Office Use Only

Number of Warrants \_\_\_\_\_  
Costs \$ \_\_\_\_\_

Total Cost \$ \_\_\_\_\_

Number of Pre-Warrant Hearings \_\_\_\_\_  
Costs \$ \_\_\_\_\_

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**POLICY:** ONCE A WARRANT HAS BEEN PROCESSED YOU CANNOT STOP IT. DO NOT TAKE MONEY FROM THE CUSTOMERS. IF THEY WANT TO PAY, HAVE THEM CONTACT THE SHERIFF'S DEPARTMENT OR THE COURT

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**ATHENS-CLARKE COUNTY MAGISTRATE COURT  
BAD CHECK WARRANT APPLICATION**

\*\*\$20.00 for warrants withdrawn prior to issuance\*\*

Costs:      \$20.00 per warrant      \$20.00 per pre-warrant hearing

Check(s) made payable to: \_\_\_\_\_

Location (address) where check was passed (Athens-Clarke County): \_\_\_\_\_

Your mailing address: \_\_\_\_\_

Your business telephone number: \_\_\_\_\_ Cell: \_\_\_\_\_

Please **Print** the Name of the Person to Sign Warrants: \_\_\_\_\_

Present consideration (ex: merchandise/ services/ rent, etc.): \_\_\_\_\_

**Please answer all of the following questions:**

1. Have you sent a certified letter on all returned checks? \_\_\_\_\_ Yes \_\_\_\_\_ No
2. Have you accepted any partial payments on these check(s)? \_\_\_\_\_ Yes \_\_\_\_\_ No
3. Were any of these checks post dated? \_\_\_\_\_ Yes \_\_\_\_\_ No
4. Were any of these checks payments on account/installments? \_\_\_\_\_ Yes \_\_\_\_\_ No

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**GENERAL INFORMATION:** Checks drawn on a business account where the signature does not clearly show ownership or responsibility will be set for a pre-warrant hearing. You can take full payment on these checks prior to the hearing date; you just need to dismiss the application prior to the court date.

**IMPORTANT:** A warrant can be obtained for checks stamped NSF, ACCOUNT CLOSED OR NO ACCOUNT. On all others (STOP PAYMENT, REFER TO MAKER, ETC.), you may request a warrant application hearing and subpoena the bank representative.

**NOTE:** There will be a \$30.00 penalty added to the total amount due to the merchant. This should cover bank charges, certified letter fees, etc. Should you have more than two checks on a warrant, you can provide proof of additional bank charges and the Judge may consider additional penalties on the total due.

**THIS APPLICATION MAY RESULT IN AN ARREST**

This \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

(OVER)

Please complete the following for each individual:

<b>Name</b>	<hr/>
<b>Address</b>	<hr/>
<b>Driver' Lic.#</b>	<hr/>
<b>Date of Birth</b>	<hr/>
<b>Gender</b>	<hr/>
<b>Race</b>	<hr/>

<b>Name</b>	<hr/>
<b>Address</b>	<hr/>
<b>Driver' Lic.#</b>	<hr/>
<b>Date of Birth</b>	<hr/>
<b>Gender</b>	<hr/>
<b>Race</b>	<hr/>

<b>Name</b>	<hr/>
<b>Address</b>	<hr/>
<b>Driver' Lic.#</b>	<hr/>
<b>Date of Birth</b>	<hr/>
<b>Gender</b>	<hr/>
<b>Race</b>	<hr/>

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<b>Gender</b>	<hr/>
<b>Race</b>	<hr/>