

AFFIDAVIT OF SERVICE

STATE OF TEXAS

COUNTY OF COLLIN

KNOW ALL MEN BY THESE PRESENT:

BEFORE ME, the undersigned authority, this day personally appeared

\_\_\_\_\_ who swore on oath as follows:

“My name is \_\_\_\_\_. I am the owner/representative

of \_\_\_\_\_ (business) at

\_\_\_\_\_ (address),

\_\_\_\_\_ (city, state, zip)

On \_\_\_\_\_ (date), I sent a notice in writing by First Class Mail  
with the following information contained therein:

This is a demand for payment in full for a check or order not paid  
because of a lack of funds or insufficient funds. If you fail to make  
payment in full within 10 days after the date of receipt of this notice,  
the failure to pay creates a presumption for committing an offense,  
and this matter may be referred for criminal prosecution.”

To \_\_\_\_\_ (name)

at \_\_\_\_\_ (address)

\_\_\_\_\_ (city, state, zip).

Please check one of the following regarding the address above:

Address is on the check.

Address is on the records of the Bank or other drawee.

Address is on vendor records of the person that issued/passed the check.

\_\_\_\_\_  
Affiant's signature

SWORN AND SUBSCRIBED TO BEFORE ME, on this the \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
Notary Public, State of Texas