**NOTICE OF DISHONOUR OF CHEQUE**

Ref No. [[Format of the Reference No.]]

Date: [[Date]]

Registered A.D.

LEGAL NOTICE

To

\_\_\_\_\_\_\_\_\_\_ [[Name]]

\_\_\_\_\_\_\_\_\_\_\_ [[Name of father]]

\_\_\_\_\_\_\_\_\_\_\_\_ [[Address]]

Dear Sirs or Madams:

Under instruction and on behalf of my client \_\_\_\_\_\_\_\_\_\_ [[Name of Client]] son of \_\_\_\_\_\_\_\_\_\_ [[Father’s name]], resident of \_\_\_\_\_\_\_\_\_\_ [[Address]]. I do hereby serve you with the following notice:

 I have to serve you with the following legal notice:

1. I am running the business of \_\_\_\_\_\_\_\_\_\_ [[Business type]](hereinafter called goods) at [[and am the main dealer of the same.
2. You have been purchasing the said Goods from me since \_\_\_\_\_\_\_\_\_\_ [[Date]] (give approximate date).
3. You purchased from me goods worth Rs [[Amount]] vide Invoice No. \_\_\_\_\_\_\_\_\_\_ [[Invoice No.]] dated \_\_\_\_\_\_\_\_\_\_ [[Date]].
4. Against the said invoice you issued me a cheque bearing No. [[Cheque No.]] dated[[Date of issuance]] drawn on [[Name of the bank]] for Rs. [[Amount]]at the time of delivery of the goods.
5. The above cheque has been dishonored by the bank on its presentment (through my collecting banker) with the endorsement “insufficiency of Funds in the Account of the Drawer” on [[date]] vide Returning Memo No [[No.]] of which I got the information on [[Date]] from the bank.
6. I hereby call upon you to pay me the said amount Rs. \_\_\_\_\_\_\_\_\_\_ [[Amount]] with interest at the rate of [[Percentage]] per cent per annum thereon since the \_\_\_\_\_\_\_\_\_\_ [[Date]] within \_\_\_\_\_\_\_\_\_\_ [[No. of days]] of receipt of this notice.

Dated : [[Date]]

ADVOCATE

[[Advocate Email: Identity | Signature]]

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*\*[[Name | Uppercase]]\*\*

[[Address]]

[[Contact]]