



COMMONWEALTH OF KENTUCKY
Campbell County Attorney
STEVEN J. FRANZEN

Civil Division
319 York Street
Newport, Kentucky 41071
Telephone: (859) 491-7700
Facsimile: (859) 491-4025
Respond To: _____

Criminal Division
4 West Fourth Street, Suite 200
Newport, Kentucky 41071
Telephone: (859) 581-8015
Facsimile: (859) 581-8304
Respond To: _____

Cold Check Recovery Program Intake Form

Complainant Information:

Name of Business (if applicable): _____

Your Name and Title: _____

Address: _____

Phone: _____

E-mail: _____

Witnesses (please included name, address & phone #):

**witness should include all persons who interacted with suspect and person who personally took check.*

Suspect Information:

Name: _____

Phone #: _____

Address: _____

Date of Offense: _____

Check was in exchange for? (included supporting documents, i.e., receipts):

Any Contact with Suspect? (**include who tendered the check and whether suspect made any comments to Complainant*):

*******INTERNAL USE ONLY*******

Date Letter Sent: _____

Description of Any Contact With Suspect: _____

Date Criminal Charges Filed: _____