

113-1-03

**Procedures for checks not accepted for deposit.**

- (A) Upon the return of a deposit item, the treasurer shall give written or electronic mail notice of such return to the state entity which submitted the item for deposit. The state entity shall reimburse the state treasury for the amount of the returned item. Reimbursement may be by cash exchange, check exchange, negative revenue receipt, reduction of revenue receipt or electronic funds transfer. If reimbursement is not otherwise made, the treasurer shall ~~reduce the state entity's next revenue pay-in document by the amount of the returned item or~~ prepare a revenue modification document in the amount of the returned item.
- (B) For state entity bank accounts so designated by the treasurer, the treasurer may instruct the bank to return checks that were not accepted for deposit directly to the state entity. In this case, the state entity is to deduct the returned item from the pay-in document for the state entity's deposit in that account for the same business day.

Effective:

R.C. 119.032 review dates: 06/18/2012

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Certification

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Date

Promulgated Under: 111.15  
Statutory Authority: 113.08  
Rule Amplifies: 113.08  
Prior Effective Dates: 6/28/2007