

PENSACOLA STATE COLLEGE
MANUAL OF PROCEDURES

Procedure Title:	Waiver of Returned Check Fees	<u>Number</u> 507
Related Policy:	Accounting – 6Hx20-5.001	<u>Page</u> Page 1 of 1

I. Purpose

To describe the process for waiving returned check fees.

II. Procedure

The Cashier's Office shall not collect a returned check fee when the check has been returned in error by the bank, providing the bank documents indicated bank error.

Responsible Official:	Bursar, Cashier's Office
President's Signature:	Date: 02/21/2017
	