

SAM—SUBSIDIARY RECORDS

FILE OF UNCLEARED BANK DEBIT NOTICES

7815

(Revised and Renumbered from 7816 3/87)

(Subsidiary to Account No. 1315)

Bank debit notices, received when dishonored checks are returned by banks, are filed in an open file pending clearance of the dishonored checks. As dishonored checks are redeposited, substituted with other checks or legal tender, or the agency is discharged from accountability by the State Board of Control, the corresponding debit notices are removed from the open file and placed in a closed file.