

## 1260.02 Credit Memos

Issued November 9, 2001

SUBJECT: Credit Memos

APPLICATION: Executive Branch Departments and Sub-units.

PURPOSE: To provide policies and procedures to allow users to create and post a credit memo for recovery of payment made to a vendor for damaged or returned goods.

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This policy has been incorporated into the [State of Michigan Financial Management Guide Part II, Chapter 11, Section 400](#).

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Procedure 1260.02

Procedure Update 09-03-10