

State of Michigan  
Administrative Guide to State Government

## 1210.17 Returned Checks

Issued: January 1, 1994  
Revised: March 6, 2012

### PURPOSE

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To provide guidelines for prompt disposition of returned checks.

### APPLICATION

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Executive Branch Departments and Sub-units.

### CONTACT AGENCY

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Department of Treasury  
Financial Services Bureau  
Receipts Processing Division (RPD)

Telephone: 517-636-5400

Fax: 517-636-5403

### SUMMARY

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Returned checks are sent by commercial banks to Treasury, Receipts Processing.

### APPLICABLE FORMS

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None.

### PROCEDURES

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#### Treasury, Receipts Processing Division

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- This policy has been incorporated into the State of Michigan [Financial Management Guide Part II, Chapter 9, Section 100](#).

#### Agency

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- Retains returned checks.
- This policy has been incorporated into the State of Michigan Financial Management Guide:
  - [Part II, Chapter 9, Section 100](#).
  - [Part II, Chapter 11, Section 100](#).
  - [Part II, Chapter 11, Section 200](#).
- Also, see [Administrative Guide Procedure 1250.01 Referral of Delinquent Accounts Receivable](#).

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