



UNIVERSITY OF HAWAII

Vice President for Budget and Finance and Chief Financial Officer

April 11, 2006

ADMINISTRATIVE PROCEDURE MEMORANDUM NO. 06-08

TO: University Administrators and Chancellors

FROM: Howard Todo *Howard Todo*
Vice President for Budget and Finance
Chief Financial Officer

SUBJECT: ADMINISTRATIVE PROCEDURE A8.740 – DISHONORED CHECKS

Transmitted herewith is the Administrative Procedure A8.740 – Dishonored Checks. The following revisions were made:

- Returned checks for payments recorded in Banner, regardless of campus, are processed by the University Cashier's Office.
- Verbiage regarding the notification process for returned checks and sanctions has been replaced by references to A8.731, Delinquent Financial Obligations and Hawaii'i Administrative Rules Chapter 20-10.

A8.740 is available at <http://www.svpa.hawaii.edu/svpa/apm/treas/a8740.pdf>

Questions regarding this procedure can be directed to Wendall Ho at 956-8526 or wendall@hawaii.edu.