

Returned Non-Sufficient Funds Checks

KVES PTA requires that a payee is liable for whatever fee the bank charges for the transaction in the event of insufficient funds on a check deposited.

In the event a check is received by the PTA in payment for goods or services and returned from the bank for non-sufficient funds:

- The Treasurer will call the writer of the check, explain that the check was returned by the bank and provide the reason given by the bank. The writer is now liable for whatever fee the bank has charged for the transaction.
- The unit has 10 days to correct the matter by paying the balance plus the incurred fees by cash or money order.
- If the matter is not resolved within thirty days from the initial contact, the writer of the check will be issued a certified letter explaining the monies owed. If the writer does not respond again, then the matter can be voted on to be taken to small claims court.

KVES PTA Treasurer