

Urban League Batch Receipts 2019

CHECK DEPOSIT FORM v.3

General _____ ThriftWorks _____ Grants _____ Other _____

Department Processing Information

DATE: 12/19/19

SOURCE OF FUNDING: Paycom

Special Comments or Instructions

Description of Program: Refund from paycom Client Code 0K296 - Valerie Dixon Direct

Deposit returned due to closed account. Payroll Date 12/16/19

Batch # 19 - 12 - 25

AMT OF CHECK/ACH \$338.02

Bank Account Deposit Information

Debit -- Operating 3973 - BOA QUICKBOOKS GL # 1010

Credit -- Acct # 7112.1 Participant Sa Class 451 - USJP Amount \$338.02

Credit -- Acct # _____ Class _____ Amount _____

Credit -- Acct # _____ Class _____ Amount _____

Credit -- Acct # _____ Class _____ Amount _____

Posting Date _____

Pat Mise
Accountant Signature

ENTERED

Stamp Area

P Mise _____

R G Ward Rgw

Operating: Account Activity Transaction Details

Post date: 12/19/2019**Amount:** 338.02**Type:** Deposit**Description:** PAYCOM PAYROLL L DES:PAYMENTS
ID:474317 INDN:URBAN LEAGUE OF ESSEX
CO ID:1772407000 CCD PMT
INFO:NTE*ZZZ*0K296 Direct Deposit Return
Refu nd**Merchant name:** PAYCOM**Transaction category:** Income: Paychecks/Salary

Patricia Mise

From: Kristy Doto <kristy.doto@paycomonline.com>
Sent: Wednesday, December 18, 2019 5:18 PM
To: Joanna Martinez; Patricia Mise
Cc: Gregory Ward
Subject: Direct deposit return

Hello URBAN LEAGUE OF ESSEX COUNTY,

The following direct deposit(s) were returned to us:

Client Code: OKC 0K296

Employee Name: DIXON, VALERIE C

Return Reason: R02-Account Closed

Amount: \$338.02

Check Date: 12/16/2019

The funds for these direct deposit(s) will be returned directly to your account; however, there will be a \$25.00 return fee automatically uploaded to a future payroll per return. In order to get employee(s) paid, all you will need to do is cut a live check per employee from your office. It is up to you as far as whether or not you pass the return fee on to your employee(s). You will not need to record anything in the system, as the YTD information will remain correct. Please make sure that the employee's Form 11 is updated with the correct account information to avoid any returns in the future.

If you have any questions, please let me know, thank you.

Kristy Doto | Paycom Specialist

7501 W. Memorial Road | Oklahoma City, OK 73142

800.580.4505 ext.



2019 is almost over! Be sure to review important dates with our **Year-End Checklist**.

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