

Staledated, Voided, Or Returned Checks

1.0 CANCELLATIONS AND STALEDATED CHECKS

Checks will staledate at 120 calendar days following the date on the check.

2.0 REPLACEMENT CHECKS

2.1 If a payee, or the estate or guardian of the payee, requests in writing reissuance of a staledated check or claims non-receipt of a check, the contractor will honor the request.

3.0 REISSUANCE OF CHECKS WHEN ORIGINAL PAYEE IS DECEASED

Checks/Electronic Funds Transfers (EFTs) issued by the contractor shall be made payable to the legal representative of the estate of the person concerned with an additional line stating "For the estate of ____." Checks shall not be payable to the "estate of" a decedent, nor to a deceased person. Checks shall be delivered to the named payee or mailed to the payee's address of record.

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