



Office of the State Comptroller
PAYROLL BULLETIN

Subject Change in Procedure for Return of Undeliverable Checks	Bulletin No. P-435
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Effective immediately, undeliverable payroll checks will no longer be sent to the Office of the State Comptroller.

A new 3-part Form AC-2714 "UNDELIVERABLE PAYROLL CHECK REPORT" has been developed. The undeliverable check (defined in Chapter E, Section 1, page 2 of the Payroll Manual) should be sent with copies 1 and 2 of the form to the Division of the Treasury at the following address:

Department of Taxation and Finance
Treasury Unit
A.E.S.O.B.
5th Floor
Albany, New York 12225

The Division of the Treasury, upon receipt of the check, will forward copy 2 of the form to OSC. Copy 3 is for your records.

Enclosed with this bulletin is a small supply of the new form. Additional forms may be ordered using the AC-1136 State of New York Forms Order. Instructions on ordering forms are in Chapter A, Section 4, page 4 of the Payroll Manual.