

RETURNED CHECK POLICY – rev. 2

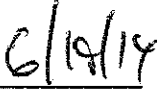
River Mill Academy is charged a fee when we receive a check that cannot be processed due to insufficient funds. In accordance with the Board of Directors approved NSF Check Handling Procedures, via certified mail, the Finance Manager will notify anyone whose check is returned and request that the matter be resolved as soon as possible. A service charge of \$25.00 will be added to the original amount.

Unresolved payments or repeated returned checks will be handled in accordance with the approved Board of Director’s NS Check Handling Procedures.

Returned Check Policy rev 2
Approved by River Mill Academy Board of Directors



Chairperson



Date