

## RETURNED CHECK POLICY

**Adopted by the Board of Selectmen August 2, 2021**

All checks returned for any reason should be processed as follows:

The Town of Rumney will send a letter via certified mail with a copy of the returned check to the person who issued the check. The letter will inform them that the bank has returned their check and that they have 14 days from the date of the letter to make payment by cash, certified funds, or bank check to avoid further actions by the Town of Rumney. No personal checks will be accepted for re-payment of the returned check. The Town will request that total payment be made, for the amount of the check plus a return check fee of \$35.00.

If payment has not been received within 14 days, all return checks will be forwarded to the Rumney Police Department with applicable back up documentation for further action.

All payments for returned checks received by the Rumney Town Clerk/Tax Collectors Office will immediately be processed and posted to the proper accounts.

If the returned check was for a motor vehicle registration, the Municipal Agent shall also process an Administrative Complaint with the State of NH-DMV. Pursuant to RSA 261:156, the State of NH will suspend the registration certificate and plates until the Municipal Agent has been reimbursed for the full amount of returned check plus all applicable fees.

The person who issued the returned check will be on a one-year suspension from writing checks to the Town of Rumney for any purpose. If the person, after the one-year suspension, issues another returned check, the Town of Rumney will not accept any personal checks permanently from this person.

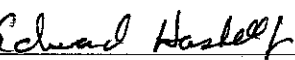
The one-year suspension provision of this policy can be appealed to the Board of Selectmen in writing if said check was returned for any reason other than insufficient funds. Once an appeal is received in writing, the Town Administrator will place this item on the agenda of the next scheduled Board of Selectmen meeting.

The above-described policy shall take effect immediately upon adoption by the Board of Selectmen.

### RUMNEY BOARD OF SELECTMEN

  
Robert Berti, Chairman

  
Isaac DeWever, Vice Chairman

  
Edward Haskell, Jr.

Date: 8/2/2021