

BANK FEES

Bank fees may be assessed by your financial institution for many reason including NSF chargebacks, deposit correction fees, and excess transaction fees. The principal and SFA should work closely with bank staff to minimize or eliminate fees assessed.

In instances were fees cannot be avoided (i.e. NSF checks), fees should be transferred to the individual responsible for generating the fee. When bank fees cannot be recovered from the responsible party, fee should be charged off using discretionary funds. When discretionary funds are not available, they may be charged off to the general fund.