



Policy Holder: GTF	Number: GTFPP-03-24	Revised:
Responsible Party: Coordinator Foundation Finances		Effective Date:

### FOUNDATION OUTSTANDING CHECK POLICY

Outstanding checks older than 12 months that have not already been replaced are automatically cancelled and are no longer valid. The funds for checks voided are credited back in the account/sub fund which funded the original check. The Foundation staff will investigate whether or not amounts are still owed to the payee.