

Show Me the Money

Learn how the State makes payments, and more!

Tuesday, October 12, 2010

State Controller's Office
Training Center, Suite 750
3301 C Street, Sacramento

Tuesday, October 19, 2010

State Controller's Office
Training Center, Suite 750
3301 C Street, Sacramento

Registration begins at 8:00 a.m.
Program 8:30 a.m. - 4:00 p.m.

No Cost

Pre-registration required. Limited seating available.

SEMINAR TOPICS

This seminar is recommended for accounting office staff, program staff, and staff involved in the initiation and resolution of the payment process.

There will be no topics covering Payroll.

State Controller's Office

- Paper & Electronic Claim Processes
- Returned Warrants/Mail
- Lost/Stolen Duplicate Warrants
- Forgery Process
- Government Board Claims
- Replacement Warrants
- Revolving Fund Reimbursement
- SCO Accounting Documents
- Bank Statements & A/R's
- Cash Management
- Registered Warrants

State Treasurer's Office

- Fraud Prevention
- Internet Access for Reconciliation
- Check 21
- Electronic Presentment
- Regular Deposit Process
- Deposit Slip Ordering Process
- Electronic Fund Transfer
- Electronic Deposit Form Process
- Cash Management
- Centralized Treasury System
- Registered Warrants

Plenty of free parking available

Registration Form

Fax back to (916) 322-1347, e-mail or visit www.sco.ca.gov

Registration Deadline October 8, 2010, or until session is filled

Name (please print): _____ Date: _____

Phone Number: _____ Seminar Date: _____

Agency: _____

Address: _____

E-mail (required) _____

All registrants will receive a confirmation email within 2 business days.

For more information contact: Monica Cuellar at (916) 324-4415 or mcuellar@sco.ca.gov