

Department of Administrative Services - State Accounting Enterprise

Section	Procedure Number	Page Number	Effective Date
PRE-AUDIT	270.700	1 of 1	June 5, 2017
Subject	PROCESSING RESCIND STOP PAYMENT		

1. A warrant may need to have a warrant stop payment rescinded. The lost warrant may have been found, the undelivered delivered, etc.
2. To rescind a stop payment on a warrant, state departments must complete a "[Request for Warrant Action](#)" form. Once completed, the form may be scanned and emailed to DAS-SAE Daily Processing at DASSAEDailyProcessingTeam@iowa.gov.
3. Warrant rescind stop payments are entered daily, online for nightly processing. Rescind stop payment requests must be received in the DAS-SAE-Daily Processing by 2:30 p.m. to be processed that same day.
4. After receiving verification of the rescinding of the warrant stop payment, the DAS-SAE-Daily Processing will send a printout (Report ID-S625I058-Agency-Credit Bureau) to the requesting department via local mail that indicates the action has been completed.
5. Any questions concerning the rescinding of stop payment of warrants should be addressed to DAS-SAE-Daily Processing.