



State of Louisiana
DIVISION OF ADMINISTRATION

OFFICE OF STATEWIDE REPORTING AND ACCOUNTING POLICY

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COMMISSIONER OF ADMINISTRATION

October 22, 2003

OSRAP MEMORANDUM 04-14

TO: Fiscal Officers
All ISIS Agencies

FROM: F. Howard Karlton, CPA
Director

SUBJECT: ISIS Vendor Checks - Clarification

OSRAP Memorandum 04 – 11, dated October 15, 2003 addressed ISIS Vendor Checks. OSRAP will no longer pull an AFS check that has been printed.

The memo stated "all checks will be mailed to the vendor." This statement applies to "consolidated checks." It does not apply to "single checks." Single checks will continue to be forwarded to the State Treasurer's Office.

If you have any questions concerning this memorandum, contact the OSRAP Help Desk at (225) 342-1097.

FHK:DL

C: Mr. Whitman J. Kling, Deputy Undersecretary
Mr. Gary Hall, CPA