





Finance and Administrative Services Department
RECORDS, TAXES, AND TREASURY DIVISION / Treasury Section
 115 S. Andrews Avenue, Room A400 • Fort Lauderdale, Florida 33301 • 954-357-7245 • FAX 954-357-5731

MEMORANDUM

DATE: April 3, 2019

TO: Gary Mehringer, Assistant Director

THRU: Aecha Schot, Accounting Manager 

FROM: Lynouse Telfort, Account Clerk 

SUBJECT: Board Approval Items 05/07/2019

Questions often arise regarding the status of uncashed checks that are presented to the Board to be voided. Based on our experience, the questions generally fall into the following categories:

- Checks that are \$5,000.00 or more
- Checks made payable to the same payee
- Checks made payable to taxing authorities, municipalities, and government agencies

The following are explanations for the **checks listed on Exhibit 1 that are outstanding** and fall into the above-mentioned categories.

I. Checks that are \$5,000.00 or more

Check	Date	Name	Amount
1637344	11/30/18	CONFERENCE DIRECT	\$11,000.00

This check was issued by the *Greater Fort Lauderdale Convention & Visitors Bureau* for the 2018 Conference Direct forum. The Agency is contacting the payee to determine the status of the check. If lost, a check replacement affidavit will be sent to the payee and new check issued upon receipt of the completed form.

Check	Date	Name	Amount
2011115	11/28/18	TSOLIA LLC	\$12,206.71

This check was issued by the *Records, Taxes, and Treasury Division* for a tax certificate. The Agency is contacting the payee to determine the status of the check. If lost, a check replacement affidavit will be sent to the payee and new check issued upon receipt of the completed form.

II. Multiple Items Issued to the Same Payee:

None.

III. Checks made payable to taxing authorities, municipalities, and government agencies:

None.

The following are explanations for the **checks listed on Exhibit 2 that have been replaced** and fall into the categories shown below:

- Checks that are \$5,000.00 or more
- Checks made payable to the same payee

I. Checks that are \$5,000.00 or more:

None.

II. Multiple Items Issued to the Same Payee:

None.

AS/lt