



Administrative Regulation No. 037.A008.0807

Service Fees for Collection of Dishonored Checks

I. Purpose

The purpose of this Administrative Regulation is to set forth the City of Sarasota's uniform policy for the assessment and collection of service fees for dishonored checks.

II. Definition

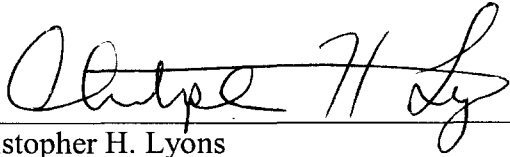
Dishonored checks are those checks that were originally issued to the City of Sarasota and subsequently returned to the City by the originator's financial institution due to nonpayment of funds.

III. Procedures

1. As authorized by Florida Statute 166.251, the City of Sarasota will assess the following service fee for the collection of dishonored checks:

<u>Face Amount of Check</u>	<u>Service Fee</u>
Up to \$50	\$25
Over \$50 to \$300	\$30
Over \$300	\$40 or 5% of face amount of check, whichever is greater

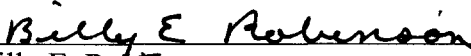
2. The service fee shall be collected at the time payment is received for the dishonored check and shall be in addition to all other penalties imposed by law.
3. This Administrative Regulation shall be effective as of February 1, 2007.



Christopher H. Lyons
Acting Finance Director

8/10/07

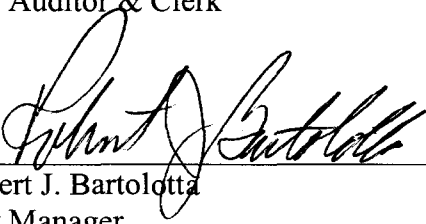
Date



Billy E. Robinson
City Auditor & Clerk

8/13/07

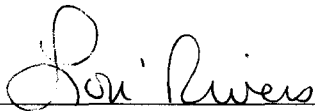
Date



Robert J. Bartolotta
City Manager

8/16/07

Date



Lori Rivers
Administrative Regulations Chair

8-17-07

Date