

Warrant Cancellation or Erroneous EFT Transmittal (Except Payrolls)

Section 1: General Information

Submit Form and Attachments To:

Mail: Office of Budget and Management
Attn: Payment Issuance Unit
30 E. Broad Street, 34th Floor
Columbus, Ohio 43215-3457

How to Contact Us:

Email: OBM.PaymentIssuance@OBM.Ohio.gov
Fax: 1-614-485-1011
Website: OBM.Ohio.Gov

Instructions: Complete this form if the warrant or EFT was issued in error, as a duplicate payment, or for the wrong dollar amount. Reversal of payment will take 5-10 business days. **Note: Attach the original warrant with this form.**

Section 2: Warrant/EFT Information

Agency Name _____	Business Unit _____
Warrant Number or "EFT" _____	Warrant or EFT Date _____
Warrant/EFT Amount _____	Voucher Number _____
Payee Name _____	Supplier Number _____

GL Unit	State	Fund		Account		ALI		Department	
Program				Grant/Prj				Project	

Reason for Cancellation/Comments

Authorized By Signature _____ Date _____

Contact Phone Number _____