



# VOID NCAS PAYMENTS IN NCFS

## QUICK REFERENCE GUIDE P2P-17

P2P

The purpose of this Quick Reference Guide (QRG) is to Void NCAS Payments in the North Carolina Financial System (NCFS).

### Void NCAS Payments in NCFS

#### Check Payment

##### Assumptions:

- NCAS invoice is marked as paid and accounting (DR Exp CR Cash) posted prior to NCFS cutover.
- NCAS requisition entry posted prior to NCFS cutover.
- NCFS disbursement journal (requisition to agency bank account) has posted.
- NCAS and NCFS are in synch.
- Money is sitting in Agency disbursement account (check has not cleared).
- Uncleared check was converted from NCAS to NCFS CM module.
- Other agency void check policy requirements are met.

##### Steps required in NCFS Release 3 after October 10:

- NCAS invoice is marked as paid and accounting (DR Exp CR Cash) posted prior to NCFS cutover.
- Agency does manual disbursement journal (negative requisition) with a CR to original invoice distributions and DR to cash (Agency disbursement account DFF).
  - Document original payment number from NCAS that is being cancelled.
- Agency manually voids converted check in NCFS CM module using attached instructions.
- Manually void the check in DST Core Banking (reference page 24/63 of the Core Banking Agency User Manual).
- Agency keys new invoice in NCFS (if needed).

### Additional Resources

QRG AP-15 View, Void, and Reissue Payments