

SOP of Practices Currently Followed in ABAS for Cheques

USE CASE: 1

If Cheque issued but not cleared within 90 days, it's valid for cheque cancel and reissue in ABAS.

Cheque cancellation and reissue entry.

Ahmednagar Cantonment Board

 Accessibility Options
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🏠 > Accounts > Transactions > Cheque Book > Cheque Cancellation And Reissue

Cheque Cancellation and Re issue Entry

Bank Account* : STATE BANK OF INDIA - 30500738831 - ...

Instrument No* : 303743

🔍 Search

Transaction Details

Bank Account : STATE BANK OF INDIA - 30500738831 - Canto

Existing Instrument Number : 303743

Cancellation Date* : 10/07/2016 📅

New Instrument No* : 840515

Reason for cancellation* : Tear of the cheque and give it new one 📄

Save
Reset

New Issued Check shows in general bankbook.

Ahmednagar Cantonment Board

Form No. 10S

General Bank Book

(See Rule No. 43)

From Date: 02/04/2016 To Date: 02/04/2016

Date: 02/04/2019

Time: 11:26 AM

Bank Name									
11 - 110 - 4821 - 0001 - STATE BANK OF INDIA - 30500738831 - Cantonment Fund Account									
Opening balance as on 02/04/2016									3408980.80
Voucher Date	Voucher No.	Cheque No	Drawn On Bank	Account Head	Payer/Payee	Particulars	Amount Debit (Rs.)	Amount Credit (Rs.)	Closing Balance (Rs.)
02/04/2016	PV0000001191		STATE BANK OF INDIA - 30500738831	110 - 3561 - 0001 - Income Tax	V00001554 - State Bank of India Ahmednagar,	Pay of IT and PT deducted from Salary Mar 2016	0.00	62800.00	3346180.80
02/04/2016	PV0000001191		STATE BANK OF INDIA - 30500738831	110 - 3562 - 0001 - Profession Tax	V00001554 - State Bank of India Ahmednagar,	Pay of IT and PT deducted from Salary Mar 2016	0.00	44800.00	3301380.80
02/04/2016	PV0000001403	840515	STATE BANK OF INDIA - 30500738831	110 - 4719 - 0002 - V00001635-Shri. Vinit B. Lote, CEO	V00001635 - Shri. Vinit B. Lote, CEO,	Pay of Advance for TA/DA	0.00	15000.00	3286380.80
Closing balance as on 02/04/2016								122600.00	3286380.80

Use Case II

Cheque issued but not cleared after 90 days it's valid for staled cheque provision in ABAS.

Cheque No. 764201 is not clear after 90 days, so cheque is stalled. So, pass the receipt entry on staled cheque payable account head.

Refer Receipt Entry:

Account Receipts


Receipt Details

Receipt Number	: 8243	Receipt Date*	: 06/04/2016
Received From*	:	Payee Name*	: V00001 - R Ahuja construction
Mobile No.	: 9414252812	Email Id	: r.ahujaconst@gmail.com
Manual Receipt No.	:	Narration*	: Staled cheque receipt against V.N.125

Receipt Collection Details

Receipt Head	Receipt Amount ₹
110 - 3699 - 0001 - Liability against staled cheques	15000.00

Collection Mode Details

Mode	Bank Name	Instrument No. *	Instrument Date *	Total Liabilities ₹
Bank	30600738831-Cantonment Fund Account	415214	06/04/2016 	15000.00

Note-Enter bank reconciliation date as a receipt date for both entries i.e. staled payment entry & same for above receipt. (if receipt mode is cheque)

When contractor / vendor raise claim for payment against stale cheque then pass following payment entry in system.

Ahmednagar Cantonment Board

Accessibility Options

Accounts > Transactions > Work Order & Payments > Direct Payment Voucher

Direct Payment Entry

Payment No : 1456 Payment entry date : 11/11/2016

Vendor Name : Shri M J Ahuja Payee Name : V0000481 - Shri M J Ahuja

Payment Type : Miscellaneous Bill

Account Head Details

Account Head	Pay Amount	Budget
110 - 3699 - 0001 - Liability against staled cheques	15000.00	

Direct Payment Details

Payment Mode : Cheque Bank Account : STATE BANK OF INDIA - 30500738831 - Cantonment Fund Account

Instrument No. : 131988 Instrument Date : 11/11/2016

Payment Amount : 15000.00 Narration : Payment against staled cheques

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