



BANKING & ACCOUNTING OPERATIONS NEWSLETTER #9 MAY 2019

RECEIVING ACH/WIRE PAYMENTS AT UW PART 4 – HAVE I RECEIVED MY ACH/WIRE PAYMENT?

The second series of BAO's Newsletter will cover how to receiving ACH/WIRE payments at UW. The series will be covered in the topics below

- [Overview of receiving ACH/WIRE at UW – Newsletter #6](#)
- [Difference between ACH and WIRE Payments – Newsletter #7](#)
- [What is UPIC? – Newsletter #8](#)
- **Have I received my ACH/WIRE payment?**
- Unclaimed ACH/WIRE payments at UW

HAVE I RECEIVED MY ACH/WIRE PAYMENT?

The University of Washington receives ACH and WIRE payments on a daily basis. These funds are deposited in the UW's main operating account at Bank of America. However, funds are not automatically credited to your budget, until a Cash Transmittal (CT) is submitted ([please see BAO Newsletter #4](#)). In order to claim the funds with a CT, you must confirm the funds have been received in UW's bank account. Below are methods of verifying if your payment has been received:

A. **Subscribe to BAO's daily ACH/WIRE mailman list**

BAO distributes a listing of all ACH and WIRE payments received the previous business day. To receive these daily emails, you may subscribe below:

https://mailman12.u.washington.edu/mailman/listinfo/bao_daily_ach_wire

What is Incoming ACH/Wire Report?

A list of all ACH/Wire received and posted to UW main bank account from the previous business day. The report includes the following:

- Date
- Type of payment (ACH or Wire)
- Amount
- Description of the Payment

- Bank Sequence Number
- Invoice Number

B. Review BAO's Unclaimed Deposit List

This report is updated on a monthly basis and a monthly email is sent when the list is updated. This list can be viewed or downloaded on the website below:

[Unclaimed Deposit List](#)

The list contains also the following information:

- Date
- Amount
- Description
- Status - *If the status of the payment is "IN SUSPENSE" please email bankrec@uw.edu and provide a budget number and object code since the funds are now in suspense account.*

C. ACH/WIRE Confirmation Webform

[The ACH/WIRE Confirmation Webform](#) is available for departments to complete to inquire about a specific ACH/WIRE payment. The department must provide the following information:

- Copy of the ACH/Wire form that the sender filled out from the sending bank (if applicable).
- Name of the vendor/sender that is sending the money
- Amount that are expecting to receive
- Estimate date that the vendor/sender sent the money
- Identify if Domestic or International
- Provide invoice number or budget number that was referenced to the payments.

DID YOU KNOW

- BAO provides a monthly report to campus on cash/check deposits that post on UW's main operating account. To review your deposits, please [click here](#).
- 2017-2019 biennium close is coming soon. For more information, [click here](#).
- Per the [Unclaimed Deposit Policy](#), deposits dated before 7/1/18 must be claimed by 6/30/19. Any unclaimed deposits after 6/30/19 for that timeframe will be sent to Office of Planning & Budgeting for redistribution. To review the unclaimed deposit list, please [click here](#).

FUN FACTS

The US Mint lost \$69 million making pennies last year!

The US Mint lost \$69 million making pennies last year(2018). Retrieved from

<https://qz.com/1318203/making-pennies-costs-the-us-mint-millions/>

BAO is committed to providing campus departments with high-quality customer services. Please send your feedback or suggestions to bankrec@uw.edu to help us improve our services.

THIS NEWSLETTER WAS SENT TO YOU BY UW BANKING & ACCOUNTING OPERATIONS

For additional information, visit BAO's webpage: <https://finance.uw.edu/bao/>

To subscribe or unsubscribe to this list, please [click here](#).