

Return completed form to:
DGO/Finance - Attention:
Disbursements 4315 South 2700 West
FI 1 Taylorsville, Utah 8419
Email: fi_disbursements@utah.gov

For questions, call: (801) 957-7760



Note: Some features may not work when completing the form in the browser. Please download forms to a PDF before entering information. All forms are downloadable PDFs.

WARRANT CANCELLATION FORM

Reason For Cancellation:

Duplicate Payment

Wrong Vendor

Wrong Amount

Payment No Longer Necessary

Reapply Amount to Contract

Contract #

Warrant #

Dept. #

Amount

Voucher #

Warrant Date

Vendor #

Was the warrant charged to a federal program? Yes No

Please provide the complete FINET coding block. Please be aware that we are only able to enter one line of coding. If more is required your department will need to do an IET to redistribute the funds correctly.

FUND	DEPT	UNIT	APPR	OBJ / REV	ACTV	FUNCTION	PROGRAM	PHASE

I, the Department Representative, request that the above referenced warrant be canceled and not replaced.

Rep Name

Title

Signature _____

Date

Telephone #

Note: If you have the warrant, mark it VOID and attach it to this form.

Disbursements Office use only:

Ref # _____