



State Bank of India
Branch Code: - 00467

Ratnagiri (Maharashtra) Branch,
Khare Ghat Road,
Ratnagiri, Maharashtra.
Pin Code: 415 612.
Telephone:-02352-222360/223360.
Fax: - 02352-223503.
Email: sbi.00467@sbi.co.in

DATED : 11.09.2024

SBI/CLEARING/GOVTDEPT/4/2024-25

To,
The State Government Departments,
Ratnagiri, Maharashtra.

Madam/Sir,


Intimation Regarding Cheques and Clearing Instruments & Procedures

With reference to the captioned subject, we wish to inform you certain modifications pertaining to the procedures of Cheques and Clearing Instruments for your future transactions. Details are as follows:

1. Government Challans presented in SBI shall be accepted through three modes of transactions a) Cash b) Transfer from SBI Account (Through Debit Voucher) & c) SBI Cheques.
2. As per the Negotiable Instrument Act, "A/c Payee" Demand Drafts & Cheques must be credited to the "Payee Account" as mentioned on the Demand Drafts & Cheques.
3. Further, One Cheque from the payee account may be issued, supported by one Challan only.
4. If it is not possible to draw multiple cheques for multiple challans, debit authorization through letter or debit voucher (For direct debit from the account, not with the cheques) will be sufficient for the challan transactions.
5. SBI Cheques presented for Government Challans should be in the name of "State Bank of India" or "Yourself for SBI Government Challan".

Submitted for information pertaining to your future transactions. Your cooperation in the subject matter is solicited.

Thanks & Regards,


Chief Manager
State Bank of India
Ratnagiri Branch

