



# OBM

## Warrant Cancellation or Erroneous EFT Transmittal (Except Payrolls)

### Section 1: General Information

#### Submit Form and Attachments To:

Mail: Office of Budget and Management  
Attn: Payment Issuance Unit  
30 E. Broad Street, 34th Floor  
Columbus, Ohio 43215-3457

#### How to Contact Us:

Email: OBM.PaymentIssuance@OBM.Ohio.gov  
Fax: 1-614-485-1011  
Website: OBM.Ohio.Gov

**Instructions:** Complete this form if the warrant or EFT was issued in error, as a duplicate payment, or for the wrong dollar amount. Reversal of payment will take 5-10 business days. **Note: Attach the original warrant with this form.**

### Section 2: Warrant/EFT Information

Agency Name _____	Business Unit _____
Warrant Number or "EFT" _____	Warrant or EFT Date _____
Warrant/EFT Amount _____	Voucher Number _____
Payee Name _____	Supplier Number _____

GL Unit	<input type="text" value="State"/>	Fund	<input type="text"/>	Account	<input type="text"/>	ALI	<input type="text"/>	Department	<input type="text"/>
Program	<input type="text"/>			Grant/Prj	<input type="text"/>		Project	<input type="text"/>	

#### Reason for Cancellation/Comments

Authorized By Signature \_\_\_\_\_ Date \_\_\_\_\_

Contact Phone Number \_\_\_\_\_