

3-05/060.25 - Avalon Station Deposits

Avalon Station shall follow all of the same procedures outlined for other Units on deposits to the Miscellaneous Fees Account and the Bail/Fine Account, with the following exceptions:

Bank Account

Avalon shall make all deposits directly to the Southern California Bank. Both miscellaneous fees and bail and fine monies shall be deposited to this same account.

Deposit Instructions

- Bail/fine monies and miscellaneous fees shall not be included on the same deposit slip;
- The deposit slip copies will be distributed as follows:
 - Yellow copy shall be retained as the Unit's file copy; and

The second certified pink copy shall be immediately mailed to Fiscal Administration, Attention: Revenue and Billing Section. The pink copy for Miscellaneous Fees shall be attached to the Transmittal of Fees while the pink copy of the Bail/Fine deposit shall be attached to the first two white copies of the Bail/Fine Receipt form set.
