

MODIFYING CASH RECEIPTS IN AFNS

*****If the Treasurer's office or Comptroller's office rejected the cash receipt
in STAARS**

OR if the cash receipt is being reduced to zero in AFNS***

AFNS BATCH NUMBERS - IF AGENCY KEYS IN CASH RECEIPT WITH 999999, 888888, 777777 OR 666666 IN THE BATCH FIELD - SYSTEM WILL NOT PICK UP AND SEND TO STAARS.

ACTION: S SCREEN: SUSF USERID: AFNS										
FUNCTION:					ORG:					
D O C U M E N T S U S P E N S E										
S	BATCH		DOCUMENT				PROCESS			
E	-----					LAST		LAST		DATE
L	TYPE	AGCY	NUMBER	TYPE	AGCY	NUMBER	STAT	APPRV	DATE	USER (YYMMDD)
-	-----									
	CR	AGC	999999	CR	AGC	XAGC0000001				

Scenario #1:

Batch numbers can be used if a cash receipt was entered incorrectly into AFNS and was rejected in STAARS. The cash receipt must be reduced to zero and a new cash receipt keyed, the cash receipt modification will be keyed with a batch number as mentioned above.

Scenario #2:

Batch numbers can be used if a cash receipt was entered incorrectly into AFNS and did not integrate to STAARS due to errors listed on the error report. If the cash receipt must be reduced to zero and a new cash receipt keyed, the cash receipt modification will be keyed with a batch number as mentioned above.

If your agency has any questions, please request for your agency's AFNS System Administrator/Backup contact the AFNS Hotline for assistance via email at Hotline.AFNS@finance.alabama.gov.