

# Treasury Division

- **Primary functions:**
  - Accurate, timely processing of Weekly Retailer EFT sweep
  - Collection activities for insufficient and delinquent retailers
  - Retailer accounting support
  - Banking
  - Tax reporting
  - State debt set-off
  - Claim center management

# Treasury Staff

- **Treasurer**
- **2 Accountants**
  - Retailer accounting support
- **Collection Manager**
  - Collection of retailer insufficient balance
  - Fidelity bond claims, as needed
- **Claim Centers – 4 managers, 5 assistants**
  - Claims processing
  - Winner awareness

# Retailer EFT Sweep

- Accounting week ends at 12p Sunday night
- EFT file created for all retailers with a debit balance; credit balances roll to next week
- EFT file is processed Wednesday for Thursday settlement
- Insufficient report received two banking days after settlement, normally Monday morning
- EFT file cannot be altered after creation

# Collection Activity

- Insufficient items – call retailer for approval to reprocess item
- Payment arrangements for terminated retailers, if needed
- Fidelity Bond claims, as needed
- Questions, inquiries, research

# Retailer Support

- Report Distribution – Weekly /Monthly
  - Invoices
  - Activation & Settlements
  - Inventory
  - Pack History
  - Manifest
- Change bank account information
- Retailer Adjustments
  - Terminated retailers
  - VSAT fees charged in error
  - Security adjustments
- Questions , inquiries, research

# Tax Reporting and Debt Set-off

- 1099 Misc – Retailer commissions
- W-2G – Claimants
- 1042 S
  
- Debt Set-off (LTD 9/30/11)
  - DFA \$149,403.12
  - OCSE \$111,425.94

# Claim Centers

## Average Claims per Month

- Little Rock
  - 221 Walk-in
  - 247 Mail-in
- Jonesboro
  - 54
- Springdale
  - 65
- Camden
  - 40