




DATE: December 22, 2021

TO: State Agencies

FROM: Shad Pruitt 
Deputy State Treasurer

SUBJECT: Deposit of Receipts – State Treasury

Revised Code of Washington (RCW) 43.01.050 requires the daily remittance of moneys to the state treasury for collections received the preceding day. The RCW also provides the state treasurer discretion to grant exceptions when daily transfers are not administratively practical or feasible.

In response to concerns aimed at reducing the impact of COVID-19, state agencies have received various directives and orders that have an effect on office workplaces and maximizing telework. And, many financial institutions have decreased the availability of branch banking services. These actions, and others, may make daily deposits not administratively practical or feasible.

Therefore, our office hereby grants state agencies an exception to the daily deposit requirements of RCW 43.01.050. This approval grants authorization for state agency personnel to temporarily hold and safe keep receipts. Deposits must be made at least once every two weeks from the time of collection and receipts must be secured until deposited.

This exception is granted through March 31, 2022, and supersedes the exception granted on October 19, 2021.

If you have any questions, please contact our Cash Management Division at 360-902-8913.