OFFICE OF THE COMPTROLLER

REQUEST FOR STOP & REVERSE PAYROLL DIRECT DEPOSIT FORM

TO

OFFICE OF THE STATE TREASURER AND RECEIVER GENEREAL
CASH MANAGEMENT DEPARTMENT
TELEPHONE: (617) 367-9333
FAX: (617) 523-1068

Payroll Reversal Information
To Be Completed by Agency

Agency Name			Date of Request
Agency Address			
Street Address	City	State	Zip
Agency Contact			Phone Number
Employee Name			Employee Phone Number
Account Information			
Account Number Credited		Routing Number Credited	
Account Type Check One	☐ Checking	☐ Savings	
Dollar Amount Net		Pay Date	
Brief Explanation for Request			
Has Employee Received DynaCash Check?			
Signature			

The Massachusetts State Treasury will use this form to file for a Payroll Reversal. Please note that when the credit is received at the Treasury, it is provisional. Monies are then held for ten (10) business days before a check can be issued. If the employee has received a DynaCash check, the check from the Treasury will be made out to the Employee or Commonwealth of Massachusetts.

Please Email Form to stoppayments@tre.state.ma.us