



## Minnesota Judicial Branch Policy

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**Policy Number:** 207  
**Category:** Finance  
**Title:** Banking Policy

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### Banking

#### I. POLICY STATEMENT

It is the policy of the Minnesota Judicial Branch to perform banking operations that meet the requirements of Minnesota statutes and to work in concert with the Minnesota Department of Finance to safeguard funds that have been entrusted to the courts. Judicial Branch banking operations will preserve the integrity of cash control systems throughout the process of collecting, depositing, disbursing and reconciling court receipts.

The Judicial Branch shall establish uniform guidelines for the accounting, processing, and safe-keeping of court receipts in compliance with Minnesota statutes. This policy applies to all Judicial Branch employees and judges.

#### II. IMPLEMENTATION AUTHORITY

Implementation of this policy shall be the responsibility of the State Court Administrator, acting as the Judicial Council's agent.

#### III. EXECUTIVE LIMITATIONS

In carrying out this implementation authority, the State Court Administrator shall consult with the Judicial Administrators and Directors Advisory Workgroup (JAD).