



Rocky Mountain Synod
Evangelical Lutheran Church in America
God's work. Our hands.

A message for all RMS treasurers and financial staff

RMS Office victimized by lost checks

Over the last few months, it has been discovered that on several occasions, checks mailed to the Synod Office have never been delivered by the Post Office. In many instances, the person who stole those checks has attempted to fraudulently deposit those checks using an ATM or a mobile bank app. It's evident that the checks were not received by the Synod because the back of the check is either blank or does not contain the Synod's restrictive endorsement stamp (***which will say "Pay to the Order of Vectra Bank – Rocky Mountain Synod ELCA"***)

We are asking that treasurers and the congregation's financial staff do two things right away

- 1) reconcile the contribution statement mailed or emailed to you each month with your financial records to be certain all checks issued to the Rocky Mountain Synod are correctly reflected on that statement.
- 2) reconcile your bank statement to determine if there are any checks issued to the Rocky Mountain Synod that are over 30 days outstanding. We do not hold checks for any reason and ensure that every check received is deposited within 1 to 2 business days of being received.

If for any reason, you find a check is missing from your monthly contribution statement or has not cleared your bank within 30 days of being issued, please contact Jon Johnson, RMS Finance Manager at finance@rmselca.org immediately so we can investigate the discrepancy

Because of these issues, we are working with our bank to explore other options for funds to be sent electronically to the Synod. We hope that by the first of the year, we will be able to offer "ACH Debit Origination" whereby, RMS can have you authorize the transfer of funds from the congregation's bank account to the Synod's bank account without the need to issue a physical check. As more information is available, Jon Johnson will reach out to everyone to provide the training necessary to set up this process with each individual congregation.

Until new systems are in place, we recommend that you when you mail checks, use a regular envelope, NOT a window envelope, so that the check is not visible from the outside of the envelope. [Please don't hesitate to contact Jon Johnson or Yvonne Wilken with any questions you might have.](#)