

Hampton School District Policy

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Code: DGA
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AUTHORIZED SIGNATURES

Checks drawn on the general fund or any special fund (with the exception of the activity fund) will require the signature of the School District Treasurer, who is authorized to sign only after approval of manifests by the Board. Checks drawn on an activity fund will require two signatures and a report filed quarterly with the School Board.

The checks used by the District will be pre-numbered.

Legal Reference:

RSA 197:23-a, Treasurer's Duties

Adopted: **DATE:** August 16, 2004, September 14, 2010
Reviewed: August 2010
Revised:
Cancellation: