

POLK-BURNETT ELECTRIC COOPERATIVE

Policy No.: **BD-8**
Subject: **Check Signatures**
Objective: To provide authority for signatures on Polk-Burnett Electric Cooperative checks.
Policy: All checks drawn by the cooperative must have two signatures.

A. General Fund checks may be signed by any two of the following:

1. President
2. Secretary/Treasurer
3. General Manager/CEO
4. Manager of Finance & Accounting
5. Accountant

B. Capital Refund checks may be signed by any two of the following:

1. President
2. Secretary/Treasurer
3. General Manager/CEO
4. Manager of Finance & Accounting
5. Accountant

A list of all general fund checks drawn each month will be made available for board review upon request.

Edward O. Gullickson, President
March 26, 2018