



All payments will be by check or wire transfer. All checks for expenditures over Ten Thousand Dollars (\$10,000) must be countersigned by either the CEO or either the Board Treasurer or Secretary. Wire transfers must be approved by both the CEO and one other authorized signer per bank signature card.

Vendors will be paid under the terms of conditions of the purchase and after verification that goods are received and vendor invoices conform to the purchase.

Taxes will be paid under the terms and conditions of the laws and regulations governing such taxes.

Service agreements for work performed by others for the District will be paid under the terms and conditions of the service agreement, and after charges have been verified correct. The CEO must approve the service agreement.

Telephone services will be paid upon presentation of the statement and after regular and toll rates and excise taxes have been verified correct.

All other accounts payable not covered by purchase order or service agreement must be approved for payment by the CEO.