

Legislative District 8 Republican Committee Financial Policies

1. A copy of the signatures authorized for access to the District Financial Records shall be kept by the District Secretary.
2. The name of the bank, name of the account and account number shall be kept by the District Secretary, District Treasurer and District Chairman.
3. All checks over \$200.00 shall require the signatures of both the Treasurer and the Chair.
4. The Treasurer and officers shall be bonded annually in addition to the liability insurance that the District gets through the State GOP.
5. The Treasurer may make recommendations on how to manage the account, but no changes may be made without a vote by the Executive Committee.
6. The Treasurer is responsible to file financial reports to both the County and Secretary of State's office by the prescribed dates. The Treasurer shall forward proof of filing from the County and State to the Board following each filing.
7. The Treasurer shall provide copies of the monthly financial statement to the District Secretary for inclusion in the minutes of the Executive Committee and District Meeting.
8. The District Chairman shall receive a copy of the monthly statement of the District's financial records from the bank in addition to the copy received by the Treasurer. In the event that the bank will not send out two hard copies of the monthly statement, the Treasurer shall access the monthly statement electronically.
9. The Treasurer shall provide the Audit Committee all financial records of the District prior to the end of each calendar year.