

City of Kelowna 1435 Water Street Kelowna, BC V1Y 1J4 250 469-8500 kelowna.ca

Council Policy Banking and Cheque Signing

APPROVED September 15, 1981

RESOLUTION: R375/10/04/26

REPLACING: R529/05/05/30; R392/03/04/28; R631/01/08/13; R775/98/10/05; R-1981/09/15

DATE OF LAST REVIEW: April 2010

Effective January 1, 2006, all cheques in excess of \$50,000 be counter-signed on behalf of the City of Kelowna by the Mayor or Acting-Mayor or a Member of Council and the Systems and Reporting Manager, Financial Planning Manager or the Director of Financial Services.

REASON FOR POLICY

To clarify cheque signing authority.

LEGISLATIVE AUTHORITY

Council Resolution.

PROCEDURE FOR IMPLEMENTATION

The Financial Services Department ensures that cheques are signed in accordance with this policy.