

PAYMENT OF CLAIMS

The Board directs the prompt payment of legitimate claims by suppliers of goods and services to the District.

Each bill or obligation of this Board must be itemized fully, and verified before a warrant can be drawn for its payment.

The Business Office shall verify that an invoice is submitted properly, that acceptable goods were received or satisfactory services rendered, and funds are available for its payment, and that the amount of the invoice is correct.

All payments shall be submitted for Board review in the form of a listing that includes the vendor name; the number and amount of the check; and the description of the item.

M.C.L.A. 380.1274

*Adopted December 1, 2008*