

**2.3 LICA SIGNING AUTHORITY****INTENT:**

**The efficient conduct of the Association's business is supported by the designation of signing authorities by the Board for contract and banking purposes.**

**2.3.1 DIRECTIVE:**

**2.3.1.1** The Officers have been designated by the Board as the bank signing authorities for the Association.

**2.3.1.2** The Chair has been designated by the Board as the signatory on all official documents unless otherwise delegated.

**2.3.2 IMPLEMENTATION:****2.3.2.1 Payments:**

**2.3.2.2** All payments on behalf of the Association will be made with the approval of any two of the Officers.

**2.3.2.3 Contracts:**

**2.3.2.4** LICA contracts and agreements must be signed by any two of the Officers.

**2.3.2.5** Copies of the contracts, grants and other documents requiring decision/signature shall be made available for review a minimum of two weeks before decision/signature is required, unless otherwise agreed.

**2.3.2.6 Other:**

**2.3.2.7** The Executive Director is authorized to sign documents where no specific authority for signature has been delegated in existing Board policy, regulations, or procedural manuals.

Review Dates: August 25<sup>th</sup>, 2004; Sep 2006; May 2009, April 2010, November 1, 2016; May 17, 2017; March 6, 2019

Approval Dates: January 24<sup>th</sup>, 2002; Sep 27, 2006; May 28, 2009; April 1, 2010; April 24, 2017; June 1, 2017; March 21, 2019

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