

D31 POLICY AND PROCEDURE MANUAL SECTION "B"
SECTION NO. 291

FINANCIAL ACCOUNTS

(WAS #529-4) APPROVED BY FALL CONFERENCE Revision "1" , Date 11/6/2004
Revision "2" , Date 10/27/2007

The D31 unit number with the USPS is 6436

The district uses the Arvest Bank as it has plenty of banks across Oklahoma and Arkansas.

Only the Treasurer or the Assistant Treasurer can sign the district checks.

USPS Fund – some of the D31 money is deposited with USPS. The name of the account is THE INVESTMENT FUND. Quarterly statements are received from the USPS and the interest is paid at that time to the District Treasurer.

The conference is to take note that "*the treasurer's annual report cannot be accepted until the report of the annual audit has been accepted by the conference.*

It would help if the District Commander would schedule the report of the Auditing Committee on the agenda just prior to the annual report of the District Treasurer.