



## DEEP RIVER GOLF CLUB (1972) INC.

Policy no: <b>OP-014</b>	Policy Adopted by:	Board of Directors
Policy Name:  <b>Expense Approval Policy</b>	Policy Original Issue Date	<b>2022-02-23</b>
	Policy Review/Revised Date	Review:  Revised:

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### 1.0 PURPOSE

The Deep River Golf Club has established this policy to guide the approval of expenditures on behalf of the Club.

### 2.0 RATIONALE

Club staff, volunteers, and Board members are directed from time to time to expend funds in the pursuit of the Club's objectives. This policy is intended to clarify responsibilities and remove potential inconsistencies or abuses.

### 3.0 POLICY

All expenditures on behalf of the Club will be clearly documented and submitted to the Finance Director for payment.

Expenditures under \$2,000 require approval of one director, which may be the Finance Director.

Expenditures of \$2,000 to \$9,999 require the approval of two directors.

Expenditures of \$10,000 to \$74,999 require the approval of the Board.

Expenditures of \$75,000 or greater are approved as per Bylaw 2.02.