

**POLICY TYPE: General Institutional**

**POLICY TITLE: Signature Authority**

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Responsible Administrator:                      President

The following five positions have official authority to bind the district in contractual matters: the President, the Vice President for Infrastructure Services, the Vice president for Strategic Advancement, the Vice President for Learner Success, and the Director of Finance. All contracts entered into by the college shall have the signature of one of the above-referenced individuals. Copies of all contracts will be kept by the Finance Department.

*December 2002*

*December 2005*