

**Operational Services**

**Exhibit - Cardholder's Statement Affirming Familiarity with Requirements for Using District Credit and/or Procurement Cards**

\_\_\_\_\_  
Cardholder's name

\_\_\_\_\_  
Cardholder's address

\_\_\_\_\_  
Position

\_\_\_\_\_  
Name of individual who authorized issuance of card.

I affirm that I am familiar with the Board's policy on using credit and procurement cards, that I understand my responsibilities regarding use of such cards, and that I agree to adhere to all requirements regarding such cards.

\_\_\_\_\_  
Cardholder's signature

\_\_\_\_\_  
Date

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I provided a copy of this Statement along with a copy of the Board policy 4:55, *Use of Credit and Procurement Cards*, to the cardholder who signed this statement.

\_\_\_\_\_  
Office personnel

\_\_\_\_\_  
Date

ADOPTED: October 20, 2018