3.9.6 FACSIMILE SIGNATURES

Last Revised: January 2011

Policy Statement: Piedmont Community College’s Board of Trustees may provide by appropriate resolution for the use of facsimile signature machines, signature stamps, or similar devices in signing checks and drafts according to the rules and regulations of the State Board of Community Colleges.

Purpose/Definitions: This policy outlines the circumstances under which facsimile signatures may be used.

Approval Authority/Monitoring Authority: Piedmont Community College’s Board of Trustees has approval authority for this policy.

Procedure: North Carolina General Statute § 115D-58.8 governs the use of facsimile signatures:

The board of trustees may provide by appropriate resolution for the use of facsimile signature machines, signature stamps, or similar devices in signing checks and drafts. The board shall charge some bonded officer or employee with the custody of the necessary machines, stamps, plates, or other devices, and that person and the sureties on his official bond are liable for any illegal, improper, or unauthorized use of them. Rules and regulations regarding the use and control of the facsimile signatures shall be adopted by the State Board of Community Colleges.

Legal Citation: N.C.G.S. § 115D-58.8

History: Effective January 1988; reviewed September 2010