

## **CREDIT CARDS**

### **DISTRICT-ASSIGNED CREDIT/PROCUREMENT CARD HOLDER AGREEMENT**

By my signature I hereby acknowledge that I have read and understand the Heber-Overgaard Unified School District's credit/procurement card policy and regulations, and that I have been provided sufficient opportunity to ask questions related to the District's credit/procurement card policy and regulation. Furthermore, I affirm that I will not use the credit/ procurement card for personal reasons and that I have been advised of the purchase limitations associated with the use of the card. I will not process any cash back or use for cash out services. I understand that a violation of this agreement may result in disciplinary action up to and including termination, and possible legal action.

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Signature

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Position

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Printed name

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Date signed