



## **8.05 Payments to Other Organizations**

Approved: 2018-03-08

Latest Revision Date: yyyy-mm-dd

Review required: 2022

### **Intent**

To set standard rules for anticipated payments to other organizations.

### **Policy and Procedures**

SBOA anticipated payments to other organizations include:

- ACBOA participation fees based on SBOA membership levy.
- Trade show booths at SUMA and SARM, or if shared with another association, partial payment.

The Treasurer may proceed to issue payment upon receipt of an invoice for the above-noted expenditures. All other payments to other organizations, unless approved in the annual budget for the same year, are sent to the Board of Directors for approval before the Treasurer may issue payment. (See [8.01 Additional Duties of Treasurer.](#))

### **Application**

SBOA Treasurer.