

BUTLER AREA SEWER AUTHORITY

**POLICY REGARDING HANDLING AND PROCESSING OF CHECKS RECEIVED
BY THE BUTLER AREA SEWER AUTHORITY, INCLUDING POST-DATED ITEMS
EFFECTIVE DATE: JULY 14, 2009**

EFFECTIVE JULY 14, 2009, IT IS THE POLICY OF THE BUTLER AREA SEWER AUTHORITY TO SUBMIT FOR DEPOSIT ALL CHECKS RECEIVED BY THE AUTHORITY WITHIN 24 TO 48 HOURS OF RECEIPT. THE AUTHORITY WILL NOT ACCEPT POST-DATED CHECKS. THEREFORE, ANY FEES INCURRED OR ASSESSED DUE TO THE POST-DATING OF CHECKS REMITTED TO AND PROCESSED BY THE AUTHORITY WILL BE THE RESPONSIBILITY OF THE ISSUER AND NOT THE AUTHORITY.

**POLICY APPROVED AND ADOPTED BY THE
AUTHORITY BOARD AT THEIR PUBLIC MEETING
HELD ON JULY 14, 2009.**

A handwritten signature in cursive script that reads "Van Peterson". The signature is written in black ink and is positioned above a horizontal line.

Van Peterson, Secretary