



PONY CLUB ASSOCIATION OF THE NORTHERN TERRITORY

PONY CLUB
NORTHERN TERRITORY

Policy Name	Financial Delegation
Policy Type	Finance
Policy Number	FIN02
Version	1
Approval Date	4 th July, 2019
Renewal Date	4 th July, 2021

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SUMMARY

This policy guides how Pony Club Association of the Northern Territory (PCANT) controls and safeguards its finances and manages financial systems.

POLICY STATEMENT

1. RESPONSIBILITY

- a) All PCANT Board members are responsible for any financial decisions. Financial income and expenditure are decided at Board meetings or via email correspondence.
- b) The Treasurer is responsible for maintaining appropriate financial records as per Constitution and Associations Act.

2. PROCEDURE

- a) Items requiring a financial decision will be presented at next convenient Board meeting.
- b) Decision will be documented appropriately in the minutes.
- c) All financial expenditure requires two Board members approval for transaction to occur at the Financial Institution.
- d) Accurate records need to be maintained by the Treasurer so that Annual audited Financials can be carried out.

TERMINOLOGY AND REFERENCES

REFERENCES

FURTHER INFORMATION: