

**School Activity Fund Forms****Hopkins County Board of Education****Booster Club Bank Statement Access Acknowledgment Form**School Year: 20 - 20**PURPOSE:**

To ensure financial transparency and accountability for all external organizations operating in support of the Hopkins County Board of Education (the "District"), Booster Club officers and/or bank account holders must authorize the District to request and receive copies of the Booster Club's bank statements directly from the Booster Club's financial institution as needed.

**POLICY AGREEMENT:**

By signing this form, the undersigned officers of the \_\_\_\_\_ Booster Club (the "Club") agree to the following:

**1. Authorization to Access Bank Statements**

We authorize the Hopkins County Board of Education, by and through its designated representatives, the right to request and obtain copies of our Club's bank statements directly from the Financial Institution named below at any time for the above School Year.

**2. Consent to Disclosure by Financial Institution**

This authorization is perpetual and will allow the District to review the club's financial records from prior years.

**3. Term of Authorization**

This authorization remains in effect from the date of signing through June 30, 20\_\_, unless revoked in writing by the Club and acknowledged by the District.

**4. Conditions for Use**

We understand this process will only be used if there are questions related to financial accountability or in connection with an audit or review by the District.

**5. Compliance Requirement**

We acknowledge that the failure to provide this authorization may result in the Club losing its ability to support the District-sponsored activities.

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**School Activity Fund Forms**

Hopkins County Board of Education  
Booster Club Bank Statement Access Acknowledgment Form  
School Year: 20 - 20

Booster Club Information:Booster Club NameSchool SupportedName of Bank/Financial InstitutionAuthorization to Release Bank Statements to Hopkins County Board of Education

We, the undersigned account holders hereby authorize the Financial Institution named above to release copies of bank statements and related account activity for the above School Year for ALL accounts associated with the Booster Club listed above directly to Hopkins County Board of Education upon written request.

<u>Name</u>	<u>Position</u>	<u>Signature</u>	<u>Date</u>
▲			▲
▲			▲
▲			▲

Designated Representatives of the Hopkins County Board of Education

<u>Name</u>	<u>Position</u>
▲	<u>CFO or designee, OR</u>
▲	<u>Superintendent</u>
▲	