Northville District Library
Policy on
Purchase Cards

The Northville District Library Board of Trustees authorizes the use of a Purchase Card arrangement for the purchases of goods and/or services solely for the official business of the Library. The Board of Trustees is designated as the Library’s official body responsible for the issuance of the Purchase Cards.

The internal controls, monitoring, accounting and payment of the Purchase Card charges shall be the same as those in place for non-Purchase Card purchases of goods and services.

Approved by the Board of Trustees September 23, 2004
Revised by the Board of Trustees November 17, 2011