

**75-3076. Same; moneys, where kept; disbursements; cancellation of certain checks.** The moneys of all imprest funds established by or under this act shall be kept in local banks designated or approved for such purpose by the pooled money investment board, except moneys in change funds. All disbursements therefrom shall be by check which shall show the purpose of the disbursement and be signed by the claimant as correct and for an unpaid obligation. Every check shall be supported by a voucher with adequate documentation and be in payment of unpaid legally contracted obligations. The custodian of any imprest fund shall cancel upon the agency records of the fund any and all checks, which have been drawn, issued, not presented for payment and outstanding for a period of six (6) months or more. Upon canceling any such check, the custodian shall make entries in the records opposite each check so canceled, showing the date of its cancellation. The director of accounts and reports shall maintain a complete list of all imprest funds authorized by or under this act, the limit thereon and the local bank in which the same is deposited.

**History:** L. 1976, ch. 413, § 20; July 1.