

Requirements  
For  
Chapter Credit/Debit Card Dispensation

1. Credit/debit card must be for a specified credit limit. The chapter may not exceed the maximum approved amount at any time.
2. The balance due as shown on each monthly statement must be paid in full each month on or before the due date by check with two (2) signatures as required by the General Laws.
3. The chapter must have a positive financial history.
4. Chapter must be current in the payment of all debts and accounts receivables due Moose International. In addition, the chapter must be current in all financial obligations arising out of all other programs required by Moose International or the Women of the Moose (i.e., required insurance programs).
5. A properly completed dispensation, approved by the membership must be submitted containing the terms, conditions, restrictions, etc.
6. A copy of the credit/debit card application/agreement must be submitted with the dispensation.
7. The credit/debit card shall only be used to pay recurring expense items, convention expenses and other legally permitted expenses as authorized by the General Laws and approved by the membership.
8. The credit/debit card may only be in the possession of the Senior Regent or Recorder. When not being used, the card shall remain in a locked safe or other secure area in the chapter office.
9. Approval is conditional and may be revoked at any time in the discretion of the Grand Chancellor or General Governor.

Grand Chancellor's Office  
April 2009