

Credit Card Dispensation

_____ Chapter No. _____ Women of the Moose is requesting a special dispensation to apply for a Chapter credit/debit card.

The request is being made upon the following conditions:

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. 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.
7. 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.

* **Copy of the credit/debit card application/agreement must be attached along with the Board of Officers' meeting and Chapter Approval meeting Official Minutes pages.**

_____	_____	_____	_____
Senior Regent	Date	Junior Regent	Date
_____	_____	_____	_____
Recorder	Date	Secretary/Treasurer	Date
_____	_____		
Junior Graduate Regent	Date		

Chapter Seal

(For International Headquarters use)

Your request for this dispensation is: **Approved** _____ **Denied** _____

This dispensation is conditional and may be revoked at any time at the discretion of the Grand Chancellor or General Governor.

Comments:

