

**DGA ©**  
**AUTHORIZED SIGNATURES**

**Checking Accounts**

Authorized signatures for all checking accounts shall be approved by the Board. On accounts required by statute to have two (2) signatures, the signatories shall be as specified by A.R.S. § 15-1122 and 15-1126.

~~On accounts required by statute to have two (2) signatures, the signatories shall be as specified by the statutes.~~

**Service of Process**

The persons authorized to accept service of process on behalf of the District and/or on behalf of Governing Board members acting in their official capacity are as follows:

- Superintendent,
- Associate to the Superintendent and General Counsel,
- Administrative Assistant to the Legal Department.

In addition to those listed above, the District Records Information Specialist may also accept service of process solely for documents addressed to the “Custodian of Records” for the District.

**Authorization to Execute Documents**

In matters approved through a properly noticed meeting of the Board, the following persons are granted authority to execute documents on behalf of the District:

- Superintendent;
- Associate Superintendent for School Operations
- Associate to the Superintendent and General Counsel; and
- Chief Financial Officer.

Adopted:                      date of Manual adoption  
Revised:                      \_\_\_\_\_

LEGAL REF.:                A.R.S. 12-821.01  
                                      13-2911  
                                      15-321  
                                      15-341  
                                      15-1122  
                                      15-1126