

**PAYMENT FOR GOODS AND SERVICES**

The Governing Board desires to have invoices paid on time in order that the District may take advantage of available discounts and avoid finance charges. The District shall not be responsible for unauthorized purchases.

*(cf. 3312 - Contracts)*  
*(cf. 3300 - Expenditures/Expending Authority)*  
*(cf. 3314.2 - Revolving Funds)*  
*(cf. 3400 - Management of District Assets/Accounts)*

The Superintendent or designee may pay invoices in excess of previously approved purchase order amounts without further Board approval when the excess amount represents sales tax, transportation charges, or charges made for the detention of a shipment during loading or unloading.

*Legal Reference:*

EDUCATION CODE

*42630-42651 General provisions - orders, requisitions and warrants*

*42800-42806 Revolving cash fund*

*42810 Alternative revolving fund*

*42820 Prepayment funds*

GOVERNMENT CODE

*5500 Definitions (facsimile signatures)*

*5501 Filing and certification of manual signature*

*5503 Unlawful use of facsimile signatures or seals*

CODE OF CIVIL PROCEDURES

*685.010 Rate of interest*

PUBLIC CONTRACT CODE

*7107 Retention proceeds; withholding; disbursement*

*20104.50 Construction progress payments*

Policy  
adopted: May 22, 1991  
revised: September 8, 1994

**MURRIETA VALLEY USD**  
Murrieta, California