SMART Check Signature Form

District # _____

Bank code to use for this signature _____

Date sent to Region V _____

Date sent back to District _____

☐ CD

☐ Reside at Region V

I hereby authorize the following SMART users to print checks from our database if the signature resides at Region V.

_____   _____

_____   _____

_____   _____

Signed _____   Print Name _____

(Authorizing signature)

For SMART Finance and SMART HR, a signature bitmap is used to sign the checks. Using a **BLACK** ink pen (**NOT Fine point**) please sign below in the appropriate section and in both boxes. (Please keep your signature within the box) An example is below.

Keep your signature within the box.
Only the white part of the box will show on the document.

Executive Director

Board Chair

Executive Director

Board Chair