



fresno county superintendent of schools

Charter School Financial Correspondence Authorization Form

Return to: Fresno County Superintendent of Schools
District Financial Services
1111 Van Ness Avenue
Fresno, 93721-2000

All direct-funded charter school's Financial Information & Checks will be processed by the Fresno County Superintendent of Schools in accordance with the information provided below. Please complete this form and mail the original to the District Financial Services Department at the above address. All Charter Schools are required to keep a correct & current copy of this form on file with FCSS at all times. This form may also be downloaded at <http://dfs.fcoe.org/resources>.

Charter School Name: _____ E-mail Address: _____

Main Office

Charter Site

Phone Number: _____

Contact Person: _____

We wish to pick up all checks.

Warrants can only be picked up by authorized individuals with signatures on file at the Fresno County Superintendent of Schools. Four lines are provided but four individuals are not required. Individuals listed below are authorized to pick up checks.

| | | |
|-------------|--------------|------------------|
| _____ | _____ | _____ |
| <i>Name</i> | <i>Title</i> | <i>Signature</i> |
| _____ | _____ | _____ |
| <i>Name</i> | <i>Title</i> | <i>Signature</i> |
| _____ | _____ | _____ |
| <i>Name</i> | <i>Title</i> | <i>Signature</i> |
| _____ | _____ | _____ |
| <i>Name</i> | <i>Title</i> | <i>Signature</i> |

Please mail all checks to the address listed below:

Mailing Address: _____

All Other Financial Mail

All other financial mail should also be sent to the address shown above.

Please send all other financial mail (except checks) to:

Mailing Address: _____

Authorized Signature

Date