Sons of Union Veterans of the Civil War policy for approving payments in situations where contract terms have changed or were revised.

Purpose of this policy:

The Sons of Union Veterans of the Civil War (hereafter known as the SUVCW) is a not for profit, tax-exempt organization. Therefore, the SUVCW is seen by the IRS, other governmental regulatory bodies, and its membership as a public trust, which is subject to scrutiny by and held accountable to such authorities as well as its membership. Those persons who serve in leadership capacities shall exercise good faith in all matters and transactions, and shall refrain from practices that allow personal gain or benefit due to knowledge or influence. The interest of the SUVCW shall be the priority in all decision and actions.

Process for verifying contract terms and payments:

- 1. The original contract must have been properly approved and all amendments and addendums to a contract must be signed and appropriately approved in accordance with Chapter III, Article IX, Section 9 of the Constitution and Regulations.
- 2. The Contract must be signed before any payments will be made.
- 3. The National Treasurer will review each requested payment against the terms of the contract and must approve the payment
- 4. The contract terms must match the requested payment or no funds will be paid

Approved:	5/2017	