

## MONTHLY FINANCIAL REPORTS

The College recognizes the importance of regular financial reporting to its fiscal well being. Monthly financial reports shall be prepared and distributed as necessary.

See following page for procedure.

Adopted July 19, 1989  
Reformatted April 19, 2010

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The College recognizes the importance of regular financial reporting to its fiscal well being. Monthly financial reports shall be prepared and distributed as necessary.

Under the direction of the Director of Finance, monthly computerized budget reports will be sent to Department Heads. The Computer Services Department shall maintain a list, approved by the Director of Finance, of individuals to whom the reports are to be sent.

Reports may be generated for all fund categories of the College.

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