

FLATHEAD VALLEY COMMUNITY COLLEGE

**Policy Manual**

**CHAPTER IV – FISCAL AFFAIRS**

**SECTION 70: PURCHASING**

Approved: November 24, 2003

---

**AUTHORITY TO PURCHASE POLICY**

The Board of Trustees delegates to the President or designee(s) the right to purchase equipment, supplies and services, used by the College as long as such purchases are in accordance with provisions of the budget approved by the Board of Trustees. All purchases shall be made via a purchase order, requisition, check request, or credit cards, pursuant to directives established by the President.

History: Formerly included in Section 600 – Finances, Policy 603; Adopted July 8, 1986; Revised November 10, 1987; Revised March 14, 1989; Revised July 9, 1991; Revised January 23, 1995, Revised June 25, 2001, Revised November 24, 2003; Revised April 23, 2018; Reviewed December 20, 2021