

Credit Card Policy / Town of Lake Pleasant

Credit Cards:

The town board may enter into a contract with any banking institution authorized to issue credit cards in the State of New York in order to obtain a town credit card which may be used to make purchases of goods and services pursuant to town law.

Number of credit cards:

The town may only maintain three (3) general purpose commercial credit card accounts for the Town of Lake Pleasant office supplies, Town travel confirmations, and seminar confirmations issued to the Supervisor, Town Clerk, and Superintendent of Highways, one (1) general purpose commercial credit card for the Town of Lake Pleasant Library Director for supply purchases and inventory, and one (1) store commercial credit card (Tractor Supply) for the purpose of purchasing supplies used only for the Town Highway Department.

Policy:

It is the policy of the Town of Lake Pleasant that town issued credit cards shall be used only for purchases where there is no other reasonable or convenient form of payment due to:

- a) Timing of purchase
- b) Vendor location
- c) Policies of vendor
- d) Where the Town makes regular periodic payments as a subscriber for services