

**A RESOLUTION ESTABLISHING A STOP PAY POLICY FOR LOST OR DESTROYED CHECKS ISSUED BY THE CITY OF RAPID CITY**

WHEREAS the City of Rapid City issues checks to employees, individuals, and businesses in the course of doing business; and

WHEREAS on occasion the recipient of a City check will lose or otherwise suffer the destruction of such check; and

WHEREAS the City of Rapid City issues another check in the same amount to the individual or business that either loses or suffers destruction of the original check in some manner; and

WHEREAS the City of Rapid City has an interest in making sure that lost or stolen checks of five-hundred dollars (\$500.00) or more have a stop payment issued, and that the individual or business requesting another check bear the cost of this stop payment order.

NOW, THEREFORE, BE IT RESOLVED by the City of Rapid City that the City shall initiate a stop payment order for all lost or destroyed checks issued by the City and over the amount of five hundred dollars (\$500.00).

BE IT FURTHER RESOLVED by the City of Rapid City that the recipient of a replacement check based on a lost or destroyed original check shall bear the cost of issuing the stop payment order on the original check.

Dated this \_\_\_\_\_ day of November, 2004.

CITY OF RAPID CITY

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Mayor

ATTEST:

\_\_\_\_\_  
Finance Officer

(SEAL)