

**TOWN OF
KIRKLAND LAKE**

POLICY

SECTION: TREASURY	SUBJECT: PRIVATE FUNDING GIFTS OR OTHER GRATUITOUD ITEMS	Pg. 1 of 1
		DATE:

Normally, private funding and / or gratuitous items shall be included and shown separately in the department head's submission for the annual budget.

The Town Administrator / Engineer and Treasurer shall be advised by the department head of any private funding or gratuitous items that are being solicited by his / her department, that is not included in the department's approved budget.

Approved By:

Date: