

MEMORANDUM

TO: Renee Griggs

DATE: October 14, 2002

SUBJECT: Continued Fidelity Bond Insurance Coverage

Your chapter recently opted to participate in the fidelity bond insurance program offered through ALA. Attached is a copy of the policy for your files.

Remember that as part of this coverage, the chapter needs to ensure: 1) bank accounts are reconciled by someone not authorized to deposit or withdraw, and 2) countersignature of checks over \$1,000 is obtained.

***The current plan runs until August, 2003.
The next open enrollment period will be in July, 2003.***

Please note the policy provides \$50,000 minimum coverage, with a \$1,000 deductible that ALA will pay in the event of a covered loss.

Feel free to contact me at nwedell@alanet.org or by phone (847) 247-5583 if you have any questions about the program.

Best regards,

Nancy Wedell

Nancy Wedell
Chapter Relations Manager

attachment

