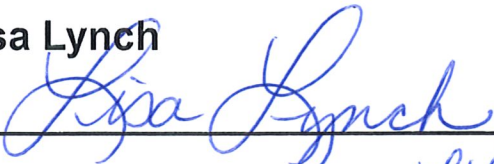


**PERSONNEL AUTHORIZED TO APPROVE INVOICES,
REQUISITIONS AND BUDGET TRANSFERS**

EMPLOYEE'S NAME:

Lisa Lynch

SIGNATURE & INITIALS:



DEPARTMENT:

OMB

LY

FUND NAME	ACCOUNT NO. (ORG)	APPROVAL LIMIT	CHANGES & UPDATES
All Funds	All Orgs	\$5,000	New

SPECIAL CLERK INSTRUCTIONS:

NOTE: Keep a copy of this form for your records. If any information should change, please send the new information to the Finance Department to be submitted to the BOCC for approval.



DEPARTMENT HEAD SIGNATURE

4/2/20

DATE

EX-OFFICIO CLERK SIGNATURE

DATE

BOARD APPROVED:

Cindy Wood

From: Cindy Wood
Sent: Thursday, April 02, 2020 12:09 PM
To: Megan Diehl
Subject: FW: Signing Authority
Attachments: Signature Form-Lisa Lynch.pdf

Megan –

Lisa has approved the attached Personnel Authorized to Approve Invoices, Requisitions and Budget Transfers form.

When personnel return to the office, as you requested, we will have her sign/initial the form and forward to the Clerk's Office.

Cindy Wood

Senior Financial Management & Budget Coordinator
Nassau County Board of County Commissioners
Office of Management & Budget
96135 Nassau Place, Suite 2
Yulee, FL 32097
(904)530-6010

From: Lisa Lynch <llynch@nassaucountyfl.com>
Sent: Thursday, April 02, 2020 12:04 PM
To: Cindy Wood <cwood@nassaucountyfl.com>
Subject: RE: Signing Authority

Approved.

Lisa Lynch

Financial Manager
Nassau County Board of County Commissioners
Office of Management and Budget
96135 Nassau Place, Suite 2
Yulee, FL 32097
Phone: (904) 530-6010
Fax: (904) 321-5917
llynch@nassaucountyfl.com

From: Cindy Wood <cwood@nassaucountyfl.com>
Sent: Thursday, April 02, 2020 12:01 PM
To: Lisa Lynch <llynch@nassaucountyfl.com>
Subject: Signing Authority

Lisa –

The OMB Director has requested that you be provided signing authority on behalf of the Board of County Commissioners, with an approval limit of \$5,000, on all funds and all orgs. Please review the attached Personnel Authorized to Approve Invoices, Requisitions and Budget Transfers form, and respond to this email with "approved" if acceptable to you. Thanks!

Cindy Wood

Senior Financial Management & Budget Coordinator
Nassau County Board of County Commissioners
Office of Management & Budget
96135 Nassau Place, Suite 2
Yulee, FL 32097
(904)530-6010

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, please do not send electronic mail to this entity. Instead, please contact this office by phone or in writing.