

Delegation of Signature Authority by the Board of Trustees

The Board of Trustees of Barnard College has authorized the President, other Officers of the College and those other individuals on campus listed below, to execute contracts, financial documents, and other official documents necessary for the conduct of the College's business.

No person is authorized to execute such documents on behalf of the College unless authority to do so has been delegated in writing by the Board of Trustees, the President or the Chief Operating Officer authorized to make such delegations. Failure to observe this requirement may result in personal liability on the contract or individual responsibility for the representations made.

Amount	Contracts, Purchase Orders, Consultants	Real Property Lease Less Than 15 Years	Real Property Leases More Than 15 Years	Gift Instruments, Estate and Trust Documents, Planned Giving Agreements
Up to \$50,000	Any Officer of the College*, or the Budget Director or the Director of Purchasing or the Director of Facilities	President or Chief Operating Officer	Board of Trustees	Any Officer of the College
Over \$50,000 to \$1,000,000	Vice President for Finance	President or Chief Operating Officer	Board of Trustees	Vice President for Finance
Over \$1,000,000	President or Chief Operating Officer	President or Chief Operating Officer	Board of Trustees	President or Chief Operating Officer

*An Officer of the College is defined as an individual employed at the College at the rank of Vice President or above; and/or members of the President's Council. Any Officer of the College may delegate this signing authority to a Department Head.