

Purchasing

Purpose:

To ensure that purchasing is done in a manner that is consistent with budget priorities and that the Augustana Students' Association is accountable for all expenditures.

Policy:

- Only budgeted expenditures shall be permitted.
- Purchase of anything over \$500.00 in a one-time purchase requires Executive Council approval.
- Purchase of anything over \$2,500.00 requires approval of Augustana Students' Council.
- Expenditures for repairs and maintenance must be submitted to the Executive Council for approval. Whenever practical and reasonable, a minimum of three price quotes is required.