

**RUBBER STAMP FACSIMILE SIGNATURES**

**8082**

(Revised 7/79)

Departments may be authorized to use rubber stamp facsimile signatures for check signing. Departments considering this method of check signing should contact the Department of Finance, Fiscal Systems and Consulting Unit, for authorization. Precautions must be taken to prevent the unauthorized use of rubber stamped signatures. When the stamps are not in use, they should be locked in a secure place with the key in the custody of the person authorized to sign checks.