



“Then and Now” Certificate

At the time the merchandise was purchased and at the time the purchase order was executed to cover the purchase, a sufficient sum was appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriated fund free from any previous encumbrances. O.R.C. 5705.41(d)

PO Number _____

Vendor Name _____

Reason for certificate _____

Supervisor/Director

Date

Treasurer

Date