

**CERTIFICATE AND ORDER
TO COUNTY CLERK AND COUNTY TREASURER**

_____ Oklahoma, _____, 20__

To the County Clerk and County Treasurer of _____ County, Oklahoma.

We, the undersigned, presiding officer and Clerk of the Governing Board of (City, Town, Multi-County, Library, Board of Education, School District, (state which) _____ of _____

("Public Body") in said County, State of Oklahoma, hereby authorize you, from and after the date hereof, for the current term or for the remainder of such current term in case of appointment to fill vacancy, such authority to continue until the end of such term, and no longer, unless sooner revoked, to pay over any public funds collected for the aforesaid Public Body in accordance with the provisions of 68 Okl.St. Ann. § 2923, to _____ Address _____, Oklahoma as TREASURER of said Public Body for the term stated; and his legal qualifications for said office are hereby certified to be truly and correctly stated as follows:

- (1) Date Elected or Re-elected _____ 20__;
- (2) Date Appointed or Re-Appointed _____, 20__ (Note 1);
- (3) Filed Surety Bond in sum of _____ Dollars (_____)
with _____ as Surety;
- (4) Bond Terms begins _____, 20__, and Expires/Renews _____, 20__;
- (5) Number of Bond _____;
- (6) Date Bond was approved by Governing Board _____, 20__ (if applicable); and
- (7) Said new Bond is in custody and control of _____ (Note 2), or was deposited with _____ for safekeeping.

Approved on _____, 20__ by _____ endorsement made.

Signed and Certified at _____, Oklahoma, this _____ day of _____, 20__.

Presiding Officer

Official Title

**ATTESTING
OFFICER'S SEAL**

ATTEST:

Attesting Officer

Official Title

Note 1: Where Treasurer is appointed for an indefinite term, provide the original date of appointment. This form must be submitted annually even if Treasurer is appointed for an indefinite term, and must be submitted at any time a bond renews or the named Surety changes.

Note 2: Treasurer should not have custody of his own bond. If Financial Secretary of City serves both as Clerk and Treasurer, Mayor or other chief officer should have custody.

Note 3: See 11 Okl.St. Ann. § 8-105, requiring bond for Treasurer of a municipality; 70 Okl.St. Ann §§ 5-114 & 5-115 requiring bond for Treasurer of a Board of Education; and 65 Okl.St. Ann. § 4-105 requiring bond for Multi-County Library.

**CERTIFICATE AND
ORDER**

OF _____
Name of Public Body

County of _____

State of Oklahoma, to the County Clerk and
County Treasurer

Qualifying _____

_____ Okla.,
as Treasurer of said Public Body.

Received and Filed this _____ day of

_____ 20 _____

County Clerk- County Treasurer

Deputy

Amount of Bond _____

Date of Bond _____ 20 _____

Bond Expires/Renews _____ 20 _____

SURETIES

