

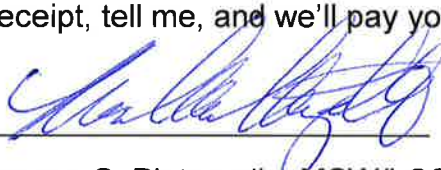
POLICY

The Poverello Center, Inc. recognizes that cash transactions carry inherent risks to both the individual employee and the organization. TPC will ensure that each transaction is properly recorded and partner with our customers to ensure this documentation occurs every time.

PROCEDURE

- I. All thrift store transactions are recorded through the cash register.
- II. At the end of each transaction a receipt is printed by the cash register and presented to the customer.
- III. A sign is posted at the cash register reads, "If I fail to provide you with a cash register receipt, tell me, and we'll pay you \$100."

Signature: _____



Date: _____



Thomas S. Pietrogallo, MSW/LCSW, MBA
Chief Executive Officer

BOD Approved Date: Pending
Date Established: 05.01.2018
Date Revised: 06.07.19