

**Town of Acton  
Acceptance Of Payments Policy**

All employees and volunteers who handle cash payments for goods, services, permitting and donations **must** apply to the Treasurer annually to be bonded by the Town's Insurance policy.

This includes but is not limited to: The Acton Recreation Department, Land Use Department, and Fire/Rescue Department.

It is preferred that all **CASH** payments be directed to the Tax Collector's office to make said payment and a receipt will be provided to the customer.

Any cash and/or checks accepted by the department shall be remitted to the Treasurer within 5 business days of receipt and should be made payable to: The Town of Acton.

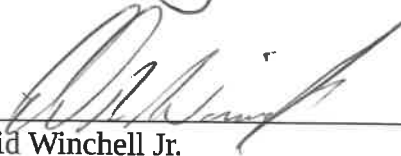
Adopted: March 26, 2019; Reviewed October 30, 2019



Edward Walsh, Chairman



Kimberly Stacey-Horn



David Winchell Jr.  
Board of Selectmen