

# Martin's Clerk Assistance, LLC

P O Box 89  
Clarksburg, OH 43115-0089

## Membership Approval Form

The undersigned hereby authorize the purchase of a one year membership to [www.clerkassist.com](http://www.clerkassist.com) in the amount of \$150.00 for the purpose of training and information. This authorization will allow the Fiscal Officer/Clerk/Clerk-Treasurer to initiate an online payment to Martin's Clerk Assistance, LLC. The membership shall belong to the member government. The member government will have one year to view and download e-books, policies, ordinances/resolutions and sample letters.

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Date

This form is for your records only. You do not need to send it to Martin's Clerk Assistance, LLC. Staple the signed authorization to your voucher for the \$150 expenditure just like you would an invoice.