



**Sawgrass Players Club Association, Inc
Controlled Access Emergency Approval Policy
Draft**

Introduction

The policy is intended to both facilitate and provide internal control procedures for the approval of emergency gate arm and related equipment repairs that would prevent First Coast Security from performing their primary duties or which prevent RFIDs or RFID readers from functioning.

Emergency Expenditure Commitments Pre-Approval Requirements

Emergency repair and replacement commitments may be approved in advance by the Controlled Access Committee Chair. At the next properly noted meeting, the full Controlled Access Committee must review the proposal and will ratify the approval.

Emergency Expenditures greater than \$5,000 will also require advance approval by the President or Treasurer of the Master Association. At the next properly noted meeting, the Controlled Access Committee will ratify the approval.

Other Expenditure Commitments and Approval Requirements

All other proposals are reviewed by the full committee in a duly noticed meeting.

Draft Accepted:

By _____
Sawgrass Players Club Controlled Access Committee
On _____

Policy Approved:

By _____
Sawgrass Players Club Board of Directors
On _____