



John Engler, Governor

**DEPARTMENT OF COMMERCE**

Arthur E. Ellis, Director

**INFORMATION MEMORANDUM NO. 10**

Replaces and Supercedes Information Memorandum No. 3

**DATE:** March 20, 1995

**TO:** Survey & Remonumentation County Grant Administrators  
Survey & Remonumentation County Representatives

**FROM:** Gaylord H. Yund, Acting Executive Director  
Survey and Remonumentation Commission

**SUBJECT:** Documentation of 1995 Grant Year Expenditures, as per the Contract Agreement, Section I.C.

Per your 1995 contract requirement, expenditure documentation to be provided to this office shall be the County Treasurer's ledger of the activity of the county survey and remonumentation Account 245. Please make written clarification on the County Treasurer's computer printout or submit additional narrative information if the Treasurer's report does not *clearly identify* all expenditures as they relate to the line item and work program categories on the 1st and 2nd Period Work Progress Reports and the Completion Report.

Additional documentation which supports the County Treasurer's Account No. 245 activity report may be requested by the Executive Director of the State Survey and Remonumentation Commission at any time. NOTE: The following requirements are excerpted from Section I.C.:

“Documentation of all expenditures shall consist of at a minimum a copy of a computer printout or the County Treasurer's ledger of the activity of the County Survey and Remonumentation Account 245 from the County Treasurer's office. This account is required by the State of Michigan, Department of Treasury's 'State Survey and Remonumentation Fees' Letter No. 01-91, dated March 7, 1991.”

If you have any questions, please contact the Survey and Remonumentation office at the numbers listed below.

GHY/pm