

# MICHIGAN HOMES FOR VETERANS

## BOARD MANUAL

### BOARD OF MANAGERS OPERATING POLICIES AND PROCEDURES

BP-015

#### Limited Power of Attorney Form

Reviewed: 2/04/2015

**PURPOSE:** To provide a means to efficiently process members' financial affairs at the Homes.

#### **PROCEDURES:**

- I. A Limited Power of Attorney form may be signed at the time of admission to the Home.
- II. This form must be signed by the member or the responsible party when appropriate and notarized to be effective. Once executed, this form will become a permanent part of each member's financial record.
- III. The power of attorney form authorizes the Administrator or designee to act as a power of attorney for specific transactions on behalf of the member. These transactions are as follows:
  - A. Endorse the member's name and deposit Social Security checks, Veterans Administration checks and any other funds received from any source as personal property.
  - B. Make all proper and necessary disbursements from a member's account for monthly room and board assessment charges and his/her personal needs.
- IV. This Power of Attorney does not extend to endorsement of the member's name to any real estate in which he/she may have an interest and is limited to the authority as stated in this policy.
- V. A Limited Power of Attorney may be rescinded by the member or the responsible party as appropriate.