**Section 140.517 Correspondent Management of Funds**

If the correspondent manages the funds, that individual shall:

a) Report changes in the recipient's circumstances to the local office;

b) Expend the funds for the recipient's benefit;

c) Keep an accurate record of all expenditures;

d) Safeguard the confidentiality of the recipient's funds; and

e) Notify the local office of any lump sum payment received.