**Board Resolution Letter**

TO: [Company Name]

This is a Certified Copy of Resolution that was passed at a Meeting of the Board of Directors of [Company Name], at which a quorum was present on \_\_\_\_/\_\_\_\_/\_\_\_\_\_\_.

RESOLVED, that this Board of Directors hereby authorizes and directs Jim Smith, Executive Director and John Jones, Chief Financial Officer to sign contracts and amendments to the contracts and to review various claims on behalf of [Company Name] Board of Directors.

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Chairman of the Board of Directors Signature Date