**Letter from Board President/Chairperson, Corporate Officer, Partner, or Owner Identifying Individuals as Authorized to Sign Contracts**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Board President/Chair, Officer, Partner, or Owner of

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[Agency/Organization’s legal name]

hereby identify the following individual(s) who is (are) authorized to sign **Contracts** for the organization named above:

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Printed Name | | |  | Title and email address | | | |
| 1. |  | | |  | | | |
| 2. |  | | |  | | | |
| 3. |  | | |  | | | |
| 4. |  | | |  | | | |
|  | |  |  | | |  |  |
|  | |  |  | | |  |  |

Signature Title Date

Email Address