

Sample Board Resolution

Below is a sample board resolution. When a contractor is a corporation, a formal, dated board resolution must be secured and attached to the contract indicating that the signatory is a corporate representative and authorized to sign said contract.

MEETING OF THE
BOARD OF DIRECTORS
OF
CORPORATION'S NAME

A meeting of the Board of Directors of *(CORPORATION'S NAME)*, was held on
DATE, whereby a resolution was passed authorizing *(NAME OF INDIVIDUAL AUTHORIZED)*
TO SIGN ON BEHALF OF THE CORPORATION, TITLE OF THAT INDIVIDUAL)
by his signature, enter into any and all contractual obligations on behalf
of this corporation.

(Individual's name), Secretary

(Individual's name), President
