**(SAMPLE)**

**BOARD RESOLUTION**

Whereas      *(legal name of your corporation)* shall continue to operate and provide services to the Los Angeles community;

Whereas authority to contract with funding sources shall be needed in order for      *(legal name of your corporation) to continue its operation;*

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of      *(legal name of your corporation)* hereby authorizes       *(officer name{s} and officer title{s})* to act on behalf of      *(legal name of your corporation)* in entering into any agreement with the City of Los Angeles; and to sign for and perform any and all responsibilities in relation to such agreement.

Approved Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_        *(Name of Board Chair)*  Chair, Board of Directors | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_        *(Name of Board Member)*  Member, Board of Directors |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  *(Name of Board Member)*  Member, Board of Directors | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  *(Name of Board Member)*  Member, Board of Directors |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  *(Name of Board Member)*  Member, Board of Directors | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  *(Name of Board Member)*  Member, Board of Directors |

**SAMPLE CERTIFICATION**

I, the undersigned, do hereby certify:

1. That I am the duly elected Secretary of      *(legal name of your corporation)*; and

2. That the foregoing constitutes a Resolution of the Board of said corporation, as duly adopted at a meeting of the Board of Directors thereof, held on the       day of      , 2025.

IN WITNESS WHEREOF, I have hereunto subscribed by name and affixed the seal of said corporation, this       day of      , 2025.

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

     *(Name of Corporation Secretary)*

Corporate Secretary,

     *(Name of your Corporation)*

*(AFFIX YOUR CORPORATE SEAL HERE)*