

Corporate Resolution Template

This is a Corporate Resolution sample that can be adapted for organizational documentsubmission requirements.

- Typically, the Corporate Resolution is certified and signed by the Board Secretary.
- If an Organization’s Bylaws indicate that the Organization requires a Corporate Seal onany executed documents, please affix that seal on the signed Corporate Resolution.
- Modify the template if more than one signature is required.

All organizational information—organization name, address, board titles and names, should be consistent in all documents submitted in response to the Innovation Grants Request for Proposals

ORGANIZATION LETTERHEAD

CORPORATE RESOLUTION

I, _____(Name), _____(Title) of _____(Name of Organization), do hereby certify that the following is a full, true and correct copy of a resolution duly adopted by the Board of Directors of said corporation, at its meeting duly called at _____(Location/Address), on the _____day of _____(Month), 2018, at which a quorum waspresent and acting throughout; and that said resolution has not been modified, amended or rescinded and continues in full force and effect.

RESOLVED that the person holding the position of _____(Title), is hereby authorized to execute on behalf of the Corporation any bid, proposal or contract for services performed by the Corporation, and to execute any bond required by such bid, proposal orcontract with the State of Hawaii or county or any department or sub-division of any of them.

IN WITNESS WHEREOF, I have hereunto set my hand of said _____(Name of Organization), this _____day of _____(Month), 2018.

Signature and Title