

INSTRUCTIONS

Corporations must complete this form and indicate the individual legally authorized to sign contracts on behalf of the corporation. The individual signing this form must be the clerk or secretary for the corporation as authorized by the corporation’s filings made with the Secretary of the Commonwealth, not the authorized contract signer.

REQUIRED CERTIFICATION

At a meeting of the Directors of theName of Corporation

duly called and held atLocation of Meeting

onDate of Meeting

at which a quorum was present and acting, it was VOTED,

thatName of Authorized Individual

thePosition of Authorized Individual

of this corporation is hereby authorized and empowered to make, enter into, sign, seal and deliver in behalf of this corporation a contract for

Description of Service

with the City of Boston, and a performance bond in connection with said contract.

I do hereby certify that the above is a true and correct copy of the record that said vote has not been amended or repealed and is in full force and effect as of this date, and that the authorized individual named herein is duly elected by this corporation.

Attest:

Name of Corporation Clerk or Secretary	
Signature	Affix Corporate Seal Here
Current Date	

APPROVED AS TO FORM BY CORPORATION COUNSEL APRIL, 2025  
THIS FORM IS VOID AND WITHOUT LEGAL EFFECT IF ALTERED IN ANY WAY