

**PROOF OF AUTHORIZATION FORM**

*Complete ONE of the following forms*

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**SECRETARY'S CERTIFICATE**

The undersigned, \_\_\_\_\_, Secretary of \_\_\_\_\_,  
[COMPANY NAME] a \_\_\_\_\_ [STATE] corporation, the  
("Corporation"), does hereby certify that the following are true and complete resolutions which were  
\_\_\_\_\_ [NOTE: CHOOSE EITHER (1) unanimously  
adopted, or (2) adopted by quorum] at a duly called and held meeting of the Board of Directors of  
\_\_\_\_\_ [COMPANY NAME] on the \_\_\_\_\_ day of \_\_\_\_\_,  
20\_\_\_\_, and that such resolutions have not been amended or modified and that they continue to be in full  
force and effect as of this date:

RESOLVED, that the Corporation may execute and deliver any and all contract or Statements or Work  
which it deems to be necessary or appropriate to carry out its business; and

FURTHER RESOLVED, that \_\_\_\_\_ [NAME OF  
OFFICER], as \_\_\_\_\_ [TITLE OF OFFICE] of the Corporation, is authorized  
and directed to execute and deliver any and all contracts and Statements of Work on behalf of the  
Corporation and to do and perform all acts and things which such officer deems to be necessary or  
appropriate to carry out the terms of such contracts and Statements of Work, including, but not limited  
to, executing and delivering all agreements and documents contemplated by such contracts and  
Statements of Work.

The undersigned further certifies that \_\_\_\_\_ [NAME OF  
OFFICER] now holds the office of \_\_\_\_\_ [TITLE OF OFFICE] and has held that  
office since \_\_\_\_\_ [DATE APPOINTED].

IN WITNESS WHEREOF, the undersigned has executed this Certificate this \_\_\_\_\_ day of  
\_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Printed Name  
Secretary

\_\_\_\_\_  
Signature

(Affix corporate seal here, if available)

LIMITED LIABILITY CORPORATION  
CONSENT TO ACTION

I, \_\_\_\_\_ [NAME], a \_\_\_\_\_  
[CHOOSE EITHER: MEMBER OR MANAGER] of \_\_\_\_\_ [COMPANY  
NAME], LLC the "Company"), a \_\_\_\_\_ [STATE] limited liability  
company, do certify that:

- (a) That \_\_\_\_\_ [COMPANY NAME] is run by its  
\_\_\_\_\_ [CHOOSE EITHER: MEMBERS OR MANAGERS];
- (b) That \_\_\_\_\_ [NAME OF SIGNER OF CONTRACT] is a  
\_\_\_\_\_ [CHOOSE EITHER: MEMBER OR MANAGER]  
of \_\_\_\_\_ [COMPANY NAME], LLC;  
and
- (c) That as such, \_\_\_\_\_ [NAME OF SIGNER OF CONTRACT] is  
not prohibited or limited by the articles of organization from binding the LLC, and is empowered and  
authorized, on behalf of the Company, to execute and deliver contracts and amendments thereto, and all  
documents required by the Connecticut General Statutes, and the Joint Committee on Legislative  
Management on behalf of the Connecticut General Assembly associated with such contracts and  
amendments, and to do and perform all acts and things which such officer deems to be necessary or  
appropriate to carry out the terms of such contracts and Statements of Work, including, but not limited to,  
executing and delivering all agreements and documents contemplated by such contracts and Statements of  
Work.

IN WITNESS WHEREOF, the undersigned has executed this Certificate this \_\_\_\_\_ day of  
\_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Printed Name  
Its Member or Manager

\_\_\_\_\_  
Signature

(Affix LLC seal here, if available)

CERTIFICATE OF AUTHORITY  
LIMITED LIABILITY PARTNERSHIP

I, \_\_\_\_\_[NAME], the undersigned, do certify that I am a general partner of \_\_\_\_\_[COMPANY NAME], LLP a Limited Liability Partnership organized and existing under the laws of the State of \_\_\_\_\_[STATE], hereby certify that the following resolution was duly adopted at a meeting by all of the Partners of said Limited Liability Partnership, duly held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

I certify that \_\_\_\_\_[NAME OF PERSON SIGNING THE CONTRACT] is a general partner of said partnership, and, as such, is hereby authorized to make, execute, and approve on behalf of this Limited Liability Partnership any and all contracts and amendments thereto, and any and all documents required by the Connecticut General Statutes, and the Joint Committee on Legislative Management on behalf of the Connecticut General Assembly associated with such contracts and amendments. I do further certify that the above resolution has not been in any way altered, amended, revoked, or repealed and is now in full force and effect.

IN WITNESS WHEREOF, the undersigned has executed this Certificate this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Printed Name  
General Partner

\_\_\_\_\_  
Signature

(Affix LLP seal here, if available)

## INDIVIDUAL PROOF OF AUTHORIZATION CERTIFICATE

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_ [DATE OF AUTHORIZATION], before me personally came \_\_\_\_\_ [NAME OF PERSON SIGNING THE CONTRACT], to me known, who being by me duly sworn, did state she/he resides in \_\_\_\_\_ [STATE OF RESIDENCE]; that she/he is the \_\_\_\_\_ [TITLE OF AUTHORIZED SIGNER] of \_\_\_\_\_ [COMPANY NAME]; and that she/he he has authorization to submit this proposal and enter into a contract for \_\_\_\_\_ [DESCRIPTION OF SERVICES OR PROJECT].

Attest:  
(Affix Corporate Seal Here)

(Stamp)

\_\_\_\_\_  
Signature of Notary

\_\_\_\_\_  
Date of notary signature

\_\_\_\_\_  
Printed Name of Notary Public

\_\_\_\_\_  
State of Commission

\_\_\_\_\_  
Commission Expiration Date