

Download Board Resolution Sample Letter

This board resolution sample is written as a letter, and addressed to a person or a company. The letter has all the details of the company and the date and venue of the meeting followed by the actual resolution reached at in the meeting. You may also see collection letters. Can't find the right form? A Small Business Assistant is in the office ... tell us what you want and we'll create a free template for you! SAMPLE BOARD RESOLUTION. Whereas (legal name of your corporation) shall continue to operate and provide services to the community; Whereas authority to contract with funding sources shall be needed in other for (legal name of your corporation) to continue its operation; A sample resolution letter is also given below that will help you to customize your resolution letter. Important tips to write a resolution letter are; Include the reference of the resolution in your first paragraph. Your first paragraph should be short enough to provide just the introduction of the resolution. Include all necessary details in second paragraph. You should mention the important ..., Board Resolution Sample Letter.

Other Files :