

# Information

## Effective date

January 17, 2003

## Use

The *Corporate Resolution Authorizing Execution of Limited Liability Company Documents* (Form 630327) is used when one (1) or more members or managers of a limited liability company is a corporation. This Resolution provides authority for signers to execute documents on behalf of the corporation as a member/manager of the limited liability company.

It is recommended that the Corporate Resolution Authorizing Execution of Limited Liability Company Documents (Form 630327) be prepared by the custodian of the records of the corporation. However, it is important that Bank personnel be familiar with the form not only to answer questions presented by customers, but to make certain that the form has been properly completed by the limited liability company.

## Instructions

The table below shows section names and descriptions for the items required in the Corporate Resolution Authorizing Execution of Limited Liability Company Documents (Form 630327).

Section	Description
<b>Page 1</b>	
Record Keeper (Heading implied)	<i>Name</i> of the record keeper (generally the corporate secretary) responsible for maintaining records of the corporation and who is executing the resolution on behalf of the corporation.
Title (Heading implied)	<i>Title</i> of the record keeper named above.
<b>Corporation</b>	<i>Full legal name</i> of the corporation.
<b>laws of</b>	<i>Jurisdiction</i> where the corporation was incorporated.
<b>held on</b>	<i>Date</i> the resolution was adopted by the corporation.
<b>LLC</b>	<i>Full legal name</i> of the limited liability company of which the corporation is a member or manager.
<b>dated</b>	<i>Date</i> of the Operating Agreement of the limited liability company.
<b>place of business at</b>	<i>Principal Business address</i> of the limited liability company.
<b>No. of Signatures</b>	<i>Number</i> of authorized signers required to execute documents on behalf of the corporation as a member or manager of the limited liability company.
<b>Name</b>	<i>Name</i> of each person who is an authorized signer entitled to execute documents on behalf of the corporation as a member or manager of the limited liability company.
<b>Title</b>	<i>Title</i> of each person who is an authorized signer entitled to execute documents on behalf of the corporation as a member or manager of the limited liability company.
<b>Page 2</b>	
<b>Name</b>	<i>Name</i> of each authorized signer listed on page 1.
<b>Signature</b>	<i>Signature</i> of each authorized signer listed above.
<b>dated</b>	<i>Date</i> the corporate record keeper completes the form.
<b>Corporate Seal</b>	<i>Full legal name and seal</i> of the corporation.
<b>Signature</b>	<i>Signature</i> of the corporate record keeper completing the form.
<b>By</b>	<i>Name</i> of the corporate record keeper completing the form.

<b>Section</b>	<b>Description</b>
<b>Title</b>	<i>Title of the corporate record keeper completing the form.</i>