

# SIGNATURE AUTHORIZATION FOR ALTERNATE SIGNATORS

RE: Contract Number: \_\_\_\_\_  
Recipient: \_\_\_\_\_

In the event that the Chief Elected Official (CEO) is unable to sign project related correspondence for the Recipient's above referenced contract, the following alternates are designated below. The signatures attested below are effective as of: \_\_\_\_\_.

Sincerely,

\_\_\_\_\_  
CEO Signature

\_\_\_\_\_  
Type or Print Name of CEO

\_\_\_\_\_  
Signatory # 1 Signature

\_\_\_\_\_  
Type or Print Name of Signatory #1

\_\_\_\_\_  
Signatory # 2 Signature

\_\_\_\_\_  
Type or Print Name of Signatory #2

\_\_\_\_\_  
Signatory # 3 Signature

\_\_\_\_\_  
Type or Print Name of Signatory #3

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Type or Print Name of Witness