

**SAMPLE**

**DO NOT COMPLETE THIS FORM - IT IS A SAMPLE TO FOLLOW.**  
**ACTUAL RESOLUTION SHOULD BE TYPED ON CORPORATE LETTERHEAD.**

**RESOLUTION TO ENTER CONTRACT**

At the \_\_\_\_\_ meeting of \_\_\_\_\_  
(regular OR called) (legal name of corporation)  
on \_\_\_\_\_, the following resolution was presented, seconded, and passed  
(date)  
\_\_\_\_\_  
(unanimously OR by majority vote):

**WHEREAS:** The \_\_\_\_\_ (legal name of corporation) desires to  
provide \_\_\_\_\_ services, and

**WHEREAS:** Said corporation desires to enter a contractual arrangement with the Georgia Department of Human Services for the  
provision of said services; be it therefore

**RESOLVED,** That \_\_\_\_\_  
(legal name of corporation)

Agrees to enter a written contract with the Georgia Department of Human Services, \_\_\_\_\_  
\_\_\_\_\_, for the provision of  
\_\_\_\_\_ services for the  
\_\_\_\_\_(Fiscal Year)

(President, Vice President, OR Chief Executive Officer)

**AND THE** \_\_\_\_\_ are duly authorized  
to execute said contract on behalf of this corporation.

Certified true and correct

Corporate Seal

\_\_\_\_\_  
Signature of Corporate Secretary

\_\_\_\_\_  
Typed Name of Corporate Secretary

\_\_\_\_\_  
Typed Name of Corporation

**SEAL**

Imprint Seal of Corporation Here