



To: Whom it may Concern

From:

Date:

Subject: Delegation of Signing Authority

I would like to delegate my signing authority to allow the following person to act as my alternate signing authority.

Name: _____ End Date (if applicable): _____

Signature of Delegate: _____

Reason for Delegation: _____

The delegation of signing authority will be active for the following speedcharts:

- | | |
|----|-----|
| 1. | 6. |
| 2. | 7. |
| 3. | 8. |
| 4. | 9. |
| 5. | 10. |

I understand that despite delegating signing authority, I in no way abdicate my responsibility for the above mentioned accounts (research or other) and that all purchases, transactions and reconciliations are my sole responsibility.

Sincerely,

Signature: _____

Print Name: _____