

[Company Letterhead]

Date: [Insert Date]

To: [Recipient Name/Institution Name]
[Recipient Address]
[City, State, Zip Code]

Subject: Corporate Mandate Authorization Letter

Dear [Name of Contact Person or Department],

This letter serves to formally certify that at a meeting of the Board of Directors of **[Full Legal Company Name]**, held on **[Date of Meeting]**, the following resolution was passed:

RESOLVED, that **[Full Name of Authorized Representative]**, holding the position of **[Job Title]**, is hereby appointed as the Corporate Mandate/Authorized Signatory for the company.

In this capacity, the authorized individual is empowered to:

- Execute contracts and legal agreements on behalf of the company.
- Manage and operate bank accounts held at [Bank Name].
- Represent the company in official negotiations and transactions with [Recipient Institution].
- [Insert any other specific powers or limitations here].

This mandate shall remain in full force and effect until [Expiry Date] or until written notice of revocation is provided by the Board of Directors.

Specimen Signature of Authorized Representative:

For and on behalf of **[Company Name]**,

[Signature]
[Name of Director/Secretary]
[Title]
[Company Seal/Stamp]