

Designation of Authorized Official

Designation of Authorized Official documentation must be submitted by the governing body authorizing the representative of the agency to negotiate for and contractually bind the agency.

This form shall serve as such documentation, and must be completed and signed by the **Chairperson of the governing body** providing the name, title, and contact information for each authorized individual.

Agency Name: _____

Project/Program Name(s): _____

Address: _____

Agency Representative: _____

Title/Position: _____

Phone: _____

Email: _____

Signature of Agency's Governing Body (Chairperson)

I certify that the agency representative identified above is authorized to negotiate for and contractually bind the agency.

Name: _____

Title/Position: _____

Signature: _____

Date: _____