

**THE AGENCY FOR CO-OPERATIVE HOUSING**

**POLICY MANUAL**

**DATE ISSUED:**

June 2010

**NUMBER:**

1.4.1

**REPLACING ISSUE OF:**

October 2009

**CROSS REFERENCE:**

1.1.4: By-law No. 1

**REVIEW CYCLE:**

3 Years

**AUTHORITY:**

Board of Directors

**DUE FOR NEXT REVIEW:**

November 2012

**SUBJECT:**

Signing Authority

---

In accordance with Article 7.09 of By-law No. 1, the Directors of the Agency for Co-operative Housing (“the Agency”) hereby specifically appoint the President; Vice-President; Treasurer; Chief Executive Officer; Director, Operations; and Director, Corporate Services or any one of them, as signing officers of the Agency for the purposes of signing and certifying contracts, documents and instruments in writing generally on behalf of the Agency, as the need arises.

In carrying out their duties, the above described signing officers are authorized, when required, to affix the seal of the Agency to contracts, documents and instruments signed as aforesaid.