

**THE AGENCY FOR CO-OPERATIVE HOUSING**

**POLICY MANUAL**

**DATE ISSUED:**

June 2017

**NUMBER:**

1.4.1

**REPLACING ISSUE OF:**

December 2015

**CROSS REFERENCE:**

1.1.4: By-law No. 1

**REVIEW CYCLE:**

3 years

**AUTHORITY:**

Board of Directors

**DUE FOR NEXT REVIEW:**

June 2020

**SUBJECT:**

Signing Authority for Contracts

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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, Human Resources and Administration, 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, as the need arises, other than in connection with any of the Agency’s accounts with financial institutions.