

## How to Complete the Blanket Resolution and Delegation of Authority Forms

*The forms below are not to be filled out. They are for informational purposes only.*

### **Blanket Resolution:**

1. **(Name)** - The name of the person who was elected by their institution's board of directors.
2. **(Signature)** - The signature of the person who was elected by their institution's board of directors.
3. **(Title)** - The title of the person who was elected by their institution's board of directors.
4. **(Name)** - The name of the secretary who will be signing the form as a witness.
5. **(Name of Institution)** - The name of the institution for which this form is being completed.
6. **(Location)** - The address of the institution.
7. **(First Date)** - The date the board of directors meeting was held.
8. **(Second Date)** - The date the secretary signed the form.
9. **(Secretary)** - Signature of the secretary who is the witness. (From #4)

### **Delegation of Authority**

1. **(Institution)** - Name of the institution for which this form is being completed.
2. **(First Date)** - The date the board of directors meeting was held (must match the date from #7 on the Blanket Resolution)
3. **(Title)** - The title of the person who is to be an authorized borrower.
4. **(Signature) & (Typed Name)** - The signature and the typed name of the person who is to be an authorized borrower.
5. **(Second Date)** The date the person indicated in #6 signs the form.
6. **(Blank Line)** - Signature of the person who was elected by the board of directors (from #1 on the Blanket Resolution)
7. **(By & Title)** - The printed name and title of the person from #6.

## BLANKET RESOLUTION

### FOR ADVANCES, LETTERS OF CREDIT, AND INTEREST RATE SWAPS —B

#### **\*\* SAMPLE ONLY \*\***

“RESOLVED. That

**#1** \_\_\_\_\_  
(Name)

**#2** \_\_\_\_\_  
(Signature)

the duly qualified **#3** \_\_\_\_\_ and such other officers of the institution  
or \_\_\_\_\_  
(Title)

other employees as may be designated in writing from time to time by him/her, be and they are hereby authorized to apply to the Federal Home Loan Bank of Boston for advances, and to execute the Agreement for Advances, Collateral Pledge and Security Agreement to execute Letters of Credit Agreements and Interest Rate Swap Agreements; to apply for Letters of Credit to secure Interest Rate Swaps, mortgage-related activity, issuance of other borrowings, or for any other uses; to execute if required a note or notes, and to furnish and assign and substitute such collateral if any as may be required from time to time by the Bank as security for the payment and performance of any and all obligations due the Bank, and to extend, renew, or consolidate the advances obtained when convenience may require and the Bank will permit, and to make and execute such other agreements and do all things necessary in connection with said matters as may be required, provided only, that the advances obtained from said Bank and all other obligations due the Bank shall at no time exceed in aggregate unpaid principal the maximum permitted to this institution by the Federal Home Loan Bank Act, or any other Act or regulation applicable to this institution, or any written policy of the Federal Home Loan Bank of Boston. This authorization shall continue in effect until receipt by the said Bank of written notice of its amendment or revocation.”

I, **#4** \_\_\_\_\_, hereby certify that I am the duly elected, qualified and acting secretary of  
(Name)

**#5** \_\_\_\_\_  
(Name of Institution)

**#6** \_\_\_\_\_  
(Location)

and that the above and foregoing resolution was duly adopted by the Board of Directors of said Institution at a regular meeting or duly called special meeting held on the **#7** \_\_\_\_\_ day of **#7** \_\_\_\_\_, 20**#7** \_\_\_\_\_, at which a quorum was present, and that the said resolution was adopted in accordance with statutory and charter requirements and is duly recorded in the minutes of said meeting.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this **#8** \_\_\_\_\_ day of  
**#8** \_\_\_\_\_, 20 **#8** \_\_\_\_\_.

(CORPORATE SEAL) **#9** \_\_\_\_\_  
(Secretary)

**DELEGATION OF AUTHORITY**

**PURSUANT TO THE FEDERAL HOME LOAN BANK OF BOSTON  
BLANKET RESOLUTION FOR ADVANCES, LETTERS OF CREDIT AND INTEREST RATE SWAPS**

**\*\* SAMPLE ONLY \*\***

Pursuant to the authority vested in me by a Resolution adopted at a meeting of the Board of Directors of

      #1       (“Institution”) adopting the Federal Home Loan Bank of  
(Institution)

Boston (“Bank”) Blanket Resolution for Advances, Letters of Credit and Interest Rate Swaps duly held

on       #2      , at which a quorum was present and acting throughout, I hereby  
(Date)

designate the individuals listed below, each of whom holds the position indicated opposite his/her name, to act for and on behalf of said Institution in any of its business with the Bank, within the authority prescribed in the Resolution. Further, I hereby certify that the signatures set forth above each typed name are the true and genuine signatures of said individuals.

**#3** \_\_\_\_\_  
(Title)

**#4** \_\_\_\_\_  
(Signature)

Name typed:

**#3** \_\_\_\_\_  
(Title)

**#4** \_\_\_\_\_  
(Signature)

Name typed:

**#3** \_\_\_\_\_  
(Title)

**#4** \_\_\_\_\_  
(Signature)

Name typed:

**#3** \_\_\_\_\_  
(Title)

**#4** \_\_\_\_\_  
(Signature)

Name typed:

All previous delegations of authority are hereby rescinded. This authorization shall continue in effect until receipt by the Bank of written notice of its amendment or revocation.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this       #5       day of

      #5      , 20      #5      .

**#6** \_\_\_\_\_

By: **#7**

Title: **#7**