

**THE AGENCY FOR CO-OPERATIVE HOUSING**

**POLICY MANUAL**

**DATE ISSUED:**

November 2020

**NUMBER:**

1.4.1

**REPLACING ISSUE OF:**

March 2020

**CROSS REFERENCE:**

1.1.4: By-law No. 1, 3.2.1 Financial  
Accountability

**REVIEW CYCLE:**

3 years

**AUTHORITY:**

Board of Directors

**DUE FOR NEXT REVIEW:**

November 2023

**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; Director, Information Services; 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, as the need arises, other than in connection with any of the Agency’s accounts with financial institutions.