

Resolution to Hire an Employee

WHEREAS, the Corporation is in need of a _____, and

WHEREAS, _____ has applied for this position and appears qualified to perform the duties required of the position, be it:

RESOLVED, that the Corporation offer _____ a contract of employment to serve in the capacity of _____ at a salary not to exceed \$_____, (_____), per year, together with the customary benefits.

The undersigned hereby certifies that he/she is the duly elected and qualified Secretary and the custodian of the books and records and seal of _____,

A corporation duly formed pursuant to the laws of the state of _____

And that the foregoing is a true record of a resolution duly adopted at a meeting of the _____ and that said meeting was held in

accordance with state law and the Bylaws of the above-named Corporation on _____, and that said resolution is now in full force and effect without modification or rescission.

As witness, I have executed my name as Secretary and have affixed the corporate seal of the above-named Corporation this _____ day of _____, _____.

Signature of Secretary

Printed Name of Secretary