

ACCEPTABLE DOCUMENTS FOR OWNER SIGNATURE

When signing an application as the property owner for an LLC/ Inc, or Trust, to verify that you are legally authorized to act and sign on behalf of the property owner, please submit one of the documents below as proof of signing authority:

1. **Articles of Organization/Certificate of Formation:** filed with the Secretary of State; may identify the members or managers of the LLC.
2. **Resolution of Authority:** A formal, signed document issued by the LLC's members, managers or property owners that authorizes a special individual to act or sign on behalf of the company.
3. **Other Applicable Charter or Governance Documents:** Any official document that clearly demonstrates who has the authority to legally bind the LLC.
4. **A Certificate of Trust:** a legal document to prove a trustee has the legal authority to act.

Please note: We **do not** accept self-issued letters which authorize yourself to act on behalf of the LLC

If you have any questions regarding this request, feel free to contact us directly.