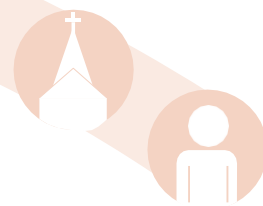


# Example of Resolutions for Minutes



Please provide whole Minutes or an extract of Minutes on your organisation's Letterhead regarding your approved motions, and appropriately signed by your Chair and/or Secretary. Please select whichever example motion option (A or B) is applicable as set out below:

## A. For New [insert account type] BFS Account/s

Proposed resolution:

- a) To apply to Baptist Financial Services Australia Ltd ("BFS") to open a [insert account type] BFS Account and,
- b) The Authorised Signatory/ies for the BFS [insert account type] will be:
  - i) [insert full legal name]
  - ii) [insert full legal name]
  - iii) [insert full legal name]

\*\*\* OR \*\*\*

## B. For Change of Authorised Signatories to Existing BFS [insert account type/s] Account/s [insert number/s]:

Proposed resolution:

- a) That [insert full legal name] will be added as an Authorised Signatory to all accounts / to the following accounts with Baptist Financial Services Australia Ltd ("BFS") [insert account type/s and number/s, unless all accounts are specified]:
- b) That [insert full legal name] will be removed as an Authorised Signatory to the BFS [insert account type/s and number/s]:
- c) The Authorised Signatory/ies for BFS Accounts [insert account type/s and number/s] will be:
  - i) [insert full legal name]
  - ii) [insert full legal name]
  - iii) [insert full legal name]

[signed by]

\_\_\_\_\_  
Full Name  
Chairperson

\_\_\_\_\_  
Full Name  
Secretary

When opening new accounts or changing existing signatories, please attached a copy of your Church or Association's authorising Minutes.

### MORE INFORMATION

Call our BFS Client Service team on 1300 650 542 or visit [www.bfs.org.au](http://www.bfs.org.au)

**Baptist Financial Services Australia Ltd**  
ABN 56 002 861 789 AFSL 311 062  
A National Affiliation Ministry of Australian Baptist Ministries

October 2023

## Contact Us

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