**BOARD RESOLUTION (SAMPLE FORMAT)**

**(TO BE PRINTED ON THE OFFICIAL LETTER HEAD OF THE ORGANISATION)**

**Certified true copy of the resolution passed at the Board of Directors meeting of ……………………………………………………. (Company Name), held on.................…. (Date), at ……………………………………………………. (Address).**

It is hereby resolved at this board meeting to gain access to the Sri Lanka Customs Automated System for the purpose of carrying out lawful activities authorised by Sri Lanka Customs.

It is further resolved that Mr./Ms./Mrs./…. …………………………………….. being a ……………………. (CEO/Director/Manager/Authorised Signatory, etc.) at this entity and holder of Passport No./NIC No. …………………………. , will be authorised to sign any applications, declarations, and other documents related to Automated Customs Cargo Entry System for Sri Lanka (ACCESS) and affix the organisations seal if necessary on behalf of the organisation.

…………………….

Director 1 (Insert name and designation and seal)

…………………….

Director 2 (Insert name and designation and seal)

…………………….

Director 2 (Insert name and designation and seal)

…………………….

Company Secretary (Insert name and designation and seal)