

# Shanél Valley Academy

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January 18, 2024

Savings Bank of Mendocino County  
13411 South Highway 101  
Hopland, CA 95449

**Re: Addition of authorized signatory**

To Whom It May Concern,

I'm writing this letter to request the addition of [Board Member Name] as an authorized signatory for our corporation, Shanél Valley Academy. The account number is 1692295. Per our Board Resolution, the President, Secretary or Treasurer of the Corporation has full power and lawful authority to name and designate in writing any officer or officers, employee or employees of the Corporation as an authorized signatory to conduct business in the name of the Corporation.

The following Board Member(s) shall be added:

Ms. [Board Member], Board Treasurer

The following Board Member(s) shall be removed:

Mr. Sonny Elliott, Board Treasurer

If you have any questions concerning the information set forth above or any related issue, please do not hesitate to contact me.

Sincerely,

Amy Frost  
Board President  
Shanél Valley Academy