



DATE:

TO: 2nd JD VALE Board

FROM:

SUBJECT: Change of Signing Authority

In order for the Denver VALE Board to maintain current records regarding the authorized signing authority at funded agencies, please fill out this form when there is a change that affects any personnel funded through 2nd Judicial District VALE grants. Please complete the information below and send both a physical and electronic copy to the VALE Board at 370 17th St, Suite 5300, Denver, CO, 80202 and valebd@denverda.org. If you have any questions, please call (720) 913-9022.

Change in Signing Authority

Agency: _____

Date Change Effective: _____

Change Requested by: _____

Project Director's Signature

From: _____

(Typed Name)

(Title)

To: _____

(Name/ Title)

(Mailing Address)

(Telephone)

(Fax)

(Email)

Original Signature of new Official (required)

Reason for change: _____