**Temporary Delegation of Authority Form**

A temporary delegation of authority is permitted during the planned absence of a person having permanent authority (Delegation of Authority Policy, s.4.17).

A temporary delegation will be in writing and fully documented on the Temporary Delegation of Authority Form (Delegation of Authority Policy, s.4.18).

### DELEGATION

I hereby delegate temporary signing authority to:

|  |
| --- |
|  |
| *(print name and title)* |

This authorization is for:

[ ]  Full delegated authority including delegated authority for all expenditures.

[ ]  Restricted delegated authority for all expenditures only.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| This authorization will remain in effect from |  |  | until |  |
|  | *(start date)* |  |  | *(end date)* |

### APPROVAL

I have read the Delegation of Authority Policy and in accordance with that policy, I do hereby delegate signing authority as outlined above:

|  |  |  |
| --- | --- | --- |
|  |  |  |
| *(signature of Designator)* |  | *(date)* |
|  |  |  |
| *(print name and title)* |  |  |

cc: General Counsel [copy to be transmitted within two business days of execution].