



Bowling Business Strategies (BBS)

Policy Title: Signature Authority

It is the policy of Bowling Business Strategies (BBS) that appropriate internal controls and best practices be utilized in the approval of transactions that bind BBS. This policy relates to formal legal agreements (e.g., contracts), as well as transactions, recognizing that entering into transactions can create legally binding obligations and affect BBS's financial control environment.

The purpose of this policy is to specify the person who is authorized to sign legally binding documents on behalf of BBS and approve transactions.

The Managing Principal for BBS, Jacob Bowling, is authorized to approve transactions and sign binding legal agreements on behalf of BBS.

When approving a transaction, the authorized signer must affix their own signature (physical or electronic, as permitted) to any documents that are required to be signed. Signing or affixing someone else's name is strictly prohibited except in special circumstances where permission is granted in writing for an express purpose by the person whose name is being affixed.

For the purposes of this policy, "transaction" means a commitment by BBS involving the exchange of money or property, an obligation to perform services requiring payment or use of BBS resources, or the assumption of a liability (e.g., indebtedness) or potential liability, currently or in the future (e.g., BBS agreeing to indemnify another party).

All BBS transactions must be approved by the Managing Principal in accordance with this policy.

Approved by Jake Bowling, Managing Principal: _____

Signature

3/9/22

Date