**Minnesota Board of [Name]**

**CERTIFICATE OF THE BOARD OF [NAME]; RESOLUTION ADOPTING RULES**

**Adopted [Amendment to] [Repeal of] Rules Governing [Topic], Minnesota Rules, [citation]; Revisor’s ID Number [number]**

I, [Name], certify that I am a member and the Chair of the Board of [Name], a board authorized under the laws of the State of Minnesota; that the following is a true, complete, and correct copy of a resolution that the Board of [Name] adopted at a properly convened meeting on

, 20 ; that a quorum was present; and that a majority of those present voted for the resolution, which has not been rescinded or modified.

“RESOLVED, that the Board of [Name] approved and adopted rules about [topic] in the Revisor of Statutes draft, file number AR[####], dated [M/D/YR], identified as Minnesota Rules, parts[####.####] to[####.####], under the Board’s authority under Minnesota Statutes, sections[###.##] and[###.##]. [Name], [the Executive Director][a member] of the Board of [Name], is authorized to do the following: sign the Order Adopting Rules, to modify the rules as needed to obtain the Revisor of Statutes or the Administrative Law Judge’s approval of the rules, and to perform other necessary acts to give the rules the force and effect of law.”

[Date] [Name], Chair

Board of [Name]

Attest by one other Board Member [If your board procedures do not

require attestation, you should delete this from the form.]

Signature of Attesting Board Member

Printed Name of Attesting Board Member