



September 12, 2018

**TO:** THE DISTRICT BOARD OF TRUSTEES  
OF VALENCIA COLLEGE

**FROM:** SANFORD C. SHUGART  
President

**RE:** AUTHORIZATION OF OFFICIAL SIGNATURES

The President recommends that the board authorize the Chairman and Secretary of the District Board of Trustees or their designees to sign all official documents of the college.

RECOMMENDED ACTION:

The President recommends that the District Board of Trustees of Valencia College authorize the Chairman and Secretary of the District Board of Trustees or their designees to sign all official documents of the college.

A handwritten signature in black ink that reads "Sanford C. Shugart". The signature is written in a cursive style.

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President



September 12, 2018

Secretary of State  
Florida Department of State  
R A Gray Building  
500 South Bronough Street  
Tallahassee, FL 32399-0250

Dear Secretary Detzner:

Per the requirements of s. 116.34, F.S., Facsimile Signatures, I am providing my handwritten signature so that it may be digitized as a computer generated facsimile for inclusion on the signature line of checks issued by Valencia College.

Please accept this notarized document as satisfaction of the statutory requirements.

Sincerely,

Bruce Carlson  
Chair, District Board of Trustees of Valencia College

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 2018

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(Notary Public)



September 12, 2018

Secretary of State  
Florida Department of State  
R A Gray Building  
500 South Bronough Street  
Tallahassee, FL 32399-0250

Dear Secretary Detzner:

Per the requirements of s. 116.34, F.S., Facsimile Signatures, I am providing my handwritten signature so that it may be digitized as a computer generated facsimile for inclusion on the signature line of checks issued by Valencia College.

Please accept this notarized document as satisfaction of the statutory requirements.

Sincerely,

Sanford C. Shugart  
Secretary, District Board of Trustees of Valencia College  
President, Valencia College

Sworn to and subscribed before me this \_\_\_\_ day of \_\_\_\_\_, 2018

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(Notary Public)