**SECRETARY’S CERTIFICATE FOR INCUMBENT OFFICERS**

I\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Filipino and of legal age residing at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ after being sworn in accordance with law, do hereby depose and say:

That I am the Secretary of the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ with office address at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

That I do hereby certify that the following persons were duly elected and appointed to the positions indicated, and said persons shall continue to act as designated to the end of their tenure:

|  |  |
| --- | --- |
| **NAME** | **POSITION** |
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In **WITNESS** whereof I have hereunto subscribed my name and affix my name and signature this \_\_\_\_\_\_\_day of \_\_\_\_\_\_\_ 2021.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Affiant

Gov’t. Issued ID/TIN # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Place Issued: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Issuance: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SUBSCRIBED AND SWORN** to before me this \_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_ 2021 at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

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Series of \_\_\_\_\_\_\_