

Passion 4 Planting Sample Bylaws Template

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Several items below will require you to decide one way or the other. The options will be listed in orange. Choose the one that better suits your situation and/or write your own version. **BE SURE TO DELETE THE OPTION(S) YOU DON'T CHOOSE** and change the font color to black before printing.

BYLAWS
OF
[FULL LEGAL NAME OF CORPORATION]

A [Name Of State] Nonprofit Religious Corporation

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PREAMBLE

These Bylaws presuppose that the Holy Bible constitutes the only and all-sufficient role of faith and practice for this Church. Therefore, in all things pertaining to system and order, the New Testament, that part of God's Word which describes and defines the Christian Church and its functioning, shall be the Church's guide when its teaching is clearly apparent. These Bylaws are (only) to provide direction to the Church in other matters not specifically addressed by the New Testament and to fulfill necessary legal and business requirements.

ARTICLE 1: LOCATION OF OFFICES

The name of this corporation is [Name of Church]. It is a [Name of State] nonprofit religious corporation with principal offices in [Name of] County, [Name of State].

The principal office is located at:

[Physical Address - No PO Boxes], [City, ST Zip]

The designation of the county or state of the corporation's principal office may be changed by amendment of these Bylaws. The Board of Directors may change the principal office from one location to another within the named county by noting the changed address and effective date below, and such changes of address shall not be deemed, nor require, an amendment of these Bylaws:

New Address: _____ Date of Move: _____

New Address: _____ Date of Move: _____

New Address: _____ Date of Move: _____

The corporation may also have offices at such other places, within or without its state of incorporation, where it is qualified to do business, as its business and activities may require, and as the board of Directors may, from time to time, designate.

ARTICLE 2: PURPOSE

The purpose for which this organization is formed is to glorify God by forming a local congregation of the church of Christ which will carry out the great commission of the Lord Jesus Christ as revealed in the New Testament of the Word of God (Matthew 28:18-20 and Mark 16:15-16). This congregation will provide opportunity for Christian people to continue steadfastly in the apostles' teaching, fellowship, breaking of bread and prayers (Acts 2:42), and prepare them for works of service (Ephesians 4:12).

This corporation is organized exclusively for one or more of the purposes as specified in Section 501(c)(3) of the Internal Revenue Code, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code or the corresponding section of any future United States Internal Revenue law.

The church has been incorporated in the State of [Name of State] for legal purposes, but said incorporation shall, in no way, interfere with the spiritual organization of the local church as given in the New Testament.

ARTICLE 3: STATEMENT OF FAITH

The statements of faith for [Name of Church] are listed below. The complete doctrinal beliefs of [Name of Church] are contained in the Doctrines of [Name of Church].

We believe in one God, creator of all things, infinitely perfect and externally existing in three persons: Father, Son and Holy Spirit.

We believe Jesus Christ is true God and true man. Jesus lived a sinless life, died on the cross as a sacrifice for our sins, arose bodily from the grave and ascended to heaven where He is our Advocate.

We believe the ministry of the Holy Spirit is to convict people of sin, regenerate the believing sinner, indwell, instruct, and empower the believer for Godly living and service.

We believe the Bible is the inspired word of God, without error in the original writings, and is the final authority for all Christians.

We believe in God's saving grace that calls all people to faith, repentance, confession, baptism, and a new life and ministry through the Holy Spirit.

We believe in the bodily resurrection of all humankind: the believer in Christ into everlasting joy, and the unbeliever into everlasting punishment.

ARTICLE 4: MEMBERSHIP

The corporation shall have no voting membership. Any action which would otherwise require approval by a majority of all members shall only require approval of the Board of Directors ("Board"). All rights which would otherwise vest in the members shall vest in the Board.

ARTICLE 5: CHURCH BOARD

Section 5.01 Number

The corporation shall have at least three (3) and up to a maximum of nine (9) board members. These board members shall collectively be known as the "Board of Directors", "Management Team", "Elder Board" or simply "Board". If the number of board members (hereinafter also referred to as "Directors" or "Elders") falls below three (3), the Senior Pastor shall appoint temporary Directors in accordance with Section 5.03 below, and prompt action shall be taken to elect new Directors according to Section 5.04 below.

Section 5.02 Duties and Powers

Subject to limitations of the Articles of Incorporation and these Bylaws and of pertinent restrictions of the Corporations Code of the State of [Name of State], all the activities and affairs of the corporation shall be exercised by or under the direction of the Board. Without prejudice to such general powers, but subject to the same limitations, it is hereby expressly declared that the Board shall have the following duties and powers in addition to the other duties and powers enumerated in these Bylaws:

- (a) To select and remove all the officers, agents and employees of the corporation, prescribe such duties for them as may not be inconsistent with law, with the Articles of Incorporation, or with these Bylaws, fix the terms of their offices and their compensation and in their discretion, require from them security for faithful service. The Board may delegate the selection and removal of non-pastoral employees to the Senior Pastor or his delegate.

- (b) To make disbursements from the funds and properties of the corporation as are required to fulfill the purposes of this corporation as are more fully set out in the Articles of Incorporation, and generally to conduct, manage and control the activities and affairs of the corporation and to make rules and regulations not inconsistent with law, with the Articles of Incorporation or with these Bylaws, as they may deem best.
- (c) To be the sole authoritative interpreter of Scripture; as such, to adopt the written Doctrines of [Name of Church] and amend them from time to time by the same voting requirements required to amend these Bylaws (see Article 17: below).
- (d) To adopt, make and use a corporate seal and to alter the form of such seal from time to time as they may deem best.
- (e) To borrow money and incur indebtedness for the purposes of the corporation and to cause to be executed and delivered therefore, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations, or other evidences of debt and securities therefore.
- (f) To the extent permitted by the exempt status of the organization, to carry on a business at a profit and apply any such profit that results from the business activity to any activity in which it may legally engage.
- (g) To be the spiritual leaders of the congregation, including the resolution of any disputes.
- (h) To meet with and counsel congregants, as appropriate.
- (i) To adopt a statement of Executive Limitations to establish limitations upon the authority of the Senior Pastor.
- (j) To select one of the members of the Board to serve as Chairman of the Board.

Section 5.03 Members of the Board

The Elder Board shall be composed of the Senior Pastor, who is considered an Elder, and the elected Elders, except when there are less than two elected Elders in which case the Senior Pastor shall appoint two or more individuals to serve as members of the Elder Board until such time as there are two or more elected Elders.

Section 5.04 Selection

Elders shall be elected by the Board at a regular meeting of Directors. Voting for the election of Elders shall be by written or verbal ballot. Potential Elders will be interviewed by the current Elders to determine whether their qualifications meet those specified in Section 5.05 below. New Directors will be chosen by unanimous vote of the current Directors.

Section 5.05 Qualifications

The qualifications for Elders of this congregation shall be in accordance with those listed in Chapter 3 of the first book of Timothy and Chapter 1 of the book of Titus of the Holy Bible. All Elders shall:

- (a) have been an active participant of the congregation for at least one year, except in the case of the first board to be placed in office
- (b) fully agree with and support the purpose, vision and values of the corporation
- (c) have the full support of the existing Directors

(d) Meet the qualifications as defined in 1 Timothy 3:2-7 and Titus 1:6-9 in the Bible

- OR -

(d) Meet the qualifications as defined in 1 Timothy 3:2-7 and Titus 1:6-9 in the Bible. These qualifications are summarized as follows:

- *Above reproach* – Elders must lead by example and demonstrate a lifestyle free of patterns of sin
- *Husband of one wife* - if married, must be devoted spouses
- *Temperate* -Elders must be self-controlled, enslaved to nothing, free from excesses
- *Prudent* – Elders must be sober, sensible, wise, balanced in judgment, not given to quick, superficial decisions based on immature thinking
- *Respectable* – Elders must demonstrate a well-ordered life and honorable behavior
- *Hospitable* - Elders must be unselfish with their personal resources. They must be willing to share blessing with others
- *Able to Teach* – Elders must be able to communicate truth and sound doctrine in a non-argumentative way. To teach means to control the material and relate it effectively. It applies to lifestyle, as well as verbal communication.
- *Not addicted to wine* - Elders must be free from addictions and willing to limit their liberty for the sake of others
- *Not pugnacious or quick tempered* - Elders must be gentle, patient and approachable, with the ability to handle difficult situations with a steady spirit. Leaders must be able to handle their own anger honestly and maturely.
- *Uncontentious* - Elders must not be given to quarrelling or selfish arguing
- *Free from the love of money* - Elders must not be stingy, greedy, out for sordid gain, or preoccupied with amassing material things
- *Manage own household* - Elders must have a well-ordered household and a healthy family life. Management ability at home will predict excellence in church management.
- *Not a new convert* - Elders must not be new believers. They must have been Christians long enough to demonstrate the reality of their conversion and depth of their spiritual maturity.
- *Good reputation with outsiders* -Elders must be well respected by unbelievers and free from hypocrisy
- *Not self-willed* -Elders must not be stubborn, prone to force opinions on others or abuse authority. They must be servants.
- *Loving what is good* -Elders must desire the will of God in every decision. Their choices must reflect a heart that loves God and people.
- *Just* -Elders must desire to be fair and impartial. Their judgments must be based on Scriptural principles and Godly thinking.

- *Devout* -Elders must be devoted Christ-followers seeking to be conformed to His likeness. They must be committed to prayer, worship, the study of Scripture, leading in personal ministry, and guarding their own relationship with God.
- *Holding fast to the faithful Word* -Elders must be stable and well versed in the faith, obedient to the Bible, continually seeking to be controlled by the Holy Spirit.

Section 5.06 Term of Office

Elders will serve an ongoing term of service. All Elders shall reconsider their term of service annually.

- OR -

Elders shall commit to an initial three-year term of service. At the end of their initial or subsequent terms, the Elder must either recommit to serve for another year, or resign.

- OR -

An Elder shall serve for a term of three years. The terms of the Elders shall be arranged in such a manner as to have staggered terms so that approximately one-third of the Elders shall complete their term of office each year.

Section 5.07 Removal

The Board may remove an Elder from his position under the following conditions:

- (a) The Elder misses five (5) or more board meetings in a calendar year
- (b) The Elder becomes physically incapacitated
- (c) The Elder becomes spiritually unqualified including, but not limited to, immoral behavior
- (d) The Elder is found to have engaged in activities that are directly contrary to the interests of the organization

Before any such removal occurs, the Elder shall be advised of the allegation and the basis for the allegation and shall be given an opportunity to present any contrary evidence or explanation to the Board. Removal must be approved by a three-quarters vote of all members of the Board (whether present or not), excluding the Elder being removed.

Section 5.08 Filling of Vacancies

If an Elder resigns or is removed from office, the remaining Elders may leave that position vacant or may provisionally appoint another individual to serve as an Elder until the next regular term, as long as that individual meets the qualifications set forth in Section 5.05 above.

Section 5.09 Rights of Inspection

Every Board Member shall have the absolute right at any reasonable time to inspect and copy all books, records and documents of every kind and to inspect the physical properties of the corporation for a purpose reasonably related to that person's interest as a Board Member.

Section 5.10 Compensation

Directors shall serve without compensation except that a reasonable fee may be paid to Directors for attending regular and special meetings of the board. In addition, they shall be allowed reasonable advancement or reimbursement of expenses incurred in the performance of their duties.

Section 5.11 Meetings

Meetings shall be conducted by the Chairman of the Board as needed and determined by the Chairman of the Board. The Chairman shall provide prior notice for votes which will be conducted at any meeting. The Chairman of the Board shall determine and provide notice as to the location of the meeting. A simple majority of the members of the Board shall constitute a quorum. Should the Chairman of the Board be unavailable he shall appoint another member of the Board to call and conduct meetings as necessary.

Directors may participate in a meeting through use of conference telephone, electronic video screen communication, or electronic transmission. Participation in a meeting through use of conference telephone or electronic video screen communication constitutes presence in person at that meeting as long as all Directors participating in the meeting are able to hear one another.

Section 5.12 Non-Liability and Insurance

The Directors shall not be personally liable for the debts, liabilities, or other obligations of the corporation. See also Article 8: below, "Indemnification".

Except as may be otherwise provided under provisions of law, the Board of Directors may adopt a resolution authorizing the purchase and maintenance of insurance on behalf of any agent of the corporation (including a director, officer, employee or other agent of the corporation) against liabilities asserted against or incurred by the agent in such capacity or arising out of the agent's status as such, whether or not the corporation would have the power to indemnify the agent against such liability under the Articles of Incorporation, these Bylaws or provisions of law.

ARTICLE 6: OFFICERS

Section 6.01 President of the Corporation

The Senior Pastor is hereby designated as the President of the Corporation.

Section 6.02 Secretary of the Corporation

The Secretary shall be appointed by the Board.

The Secretary shall keep, or cause to be kept, a book of minutes at the principal office or such other place as the Board may order, of all meetings of the Board and its committees, with the time and place of holding, whether regular or special, and if special, how authorized, the notice thereof given, the names of those present at the Board and committees' meetings, and the proceedings thereof. The Secretary shall keep, or cause to be kept, at the principal office in the State of [Name of State] the original and a copy of the corporation's Articles and Bylaws, as amended to date.

The Secretary shall give, or cause to be given, notice of all meetings of the Board and any committees thereof required by these Bylaws or by law to be given, shall keep the seal of the corporation in safe custody, and shall have such other powers and perform such other duties as prescribed by the Board.

Section 6.03 Treasurer of the Corporation

The Treasurer shall be appointed by the Board.

The Treasurer shall be the Chief Financial Officer of the corporation and shall keep and maintain, or cause to be kept and maintained, adequate and correct accounts of the properties and business transactions of the corporation. The books of account shall at all reasonable times be open to inspection by any Board Member.

The Treasurer shall deposit, or cause to be deposited, all moneys and other valuables in the name and to the credit of the corporation with depositories designated by the Board. The Treasurer shall disburse the funds of the corporation as may be ordered by the Board, shall render to the President and the Board (Senior Pastor), whenever they request it, an account of all of his or her transactions and of the financial condition of the corporation, and shall have such other powers and perform such other duties as may be prescribed by the Board.

The Treasurer (or his or her delegate) shall be responsible for the counting and depositing of contributions, making payment of salaries and other expenditures, maintaining financial records, issuing financial reports, and filing tax returns and other information required by the state and federal government.

Section 6.04 Removal from Office

Any officer may be removed, either with or without cause, by the Board of Directors, at any time by a simple majority vote. Any officer may resign at any time by giving written notice to the Board of Directors or to the President of the corporation. Any such resignation shall take effect at the date of receipt of such notice or at any later date specified therein, and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective. The above provisions of this Section shall be superseded by any conflicting terms of a contract which has been approved or ratified by the Board of Directors relating to the employment of any officer of the corporation.

Section 6.05 Vacancies

Any vacancy caused by the death, resignation, removal, disqualification, or otherwise, of any officer shall be filled by the Board of Directors.

ARTICLE 7: ORDINATION

Section 7.01 Ordination or Commission

The Board may ordain or commission into Christian ministry anyone qualified and accepted for ministry in accordance with Titus and 1 Timothy, and any additional policies for ordination as may be adopted by the Board.

Section 7.02 Ministry Leaders

The Board may appoint Ministry Leaders in accordance with 1 Timothy 3:8-13 who function as servants of the church and assistants to the Pastor and the Directors.

ARTICLE 8: INDEMNIFICATION

Section 8.01 Indemnification of Agents

The corporation shall indemnify any person who was or is a party, or is threatened to be made a party, to any proceeding by reason of the fact that such person is or was an agent of the corporation, to the fullest extent permitted under the laws of [Name of State], as it may be amended from time to time.

Section 8.02 Definition of Agent

For the purposes of this Article, "Agent" means any person who is or was a Director, Officer, or Employee or other agent of this corporation, or is or was serving at the request of the corporation as a Director, Officer, or Employee.

ARTICLE 9: SENIOR PASTOR

Section 9.01 Responsibilities

The Senior Pastor is responsible for all activities of the organization, subject to the Statement of Executive Limitations adopted by the Board under Section 5.02(i). The Senior Pastor shall delegate responsibility and authority to staff members as he deems appropriate.

Section 9.02 Ministry Leaders

The qualifications for the Senior Pastor shall include those listed in Chapter 3 of the first book of Timothy and Chapter 1 of the book of Titus. Any other qualifications shall be determined by the Board.

Section 9.03 Selection

The Board shall choose a Senior Pastor by unanimous vote.

Section 9.04 Removal from Office

The Board may remove the Senior Pastor from his position under the following conditions:

- (a) The Senior Pastor becomes physically incapacitated.
- (b) The Senior Pastor becomes spiritually unqualified including, but not limited to, immoral behavior.
- (c) The Senior Pastor is found to have engaged in activities that are directly contrary to the interests of the organization.

Before any such removal occurs, the Senior Pastor shall be advised of the allegation and the basis for the allegation and shall be given an opportunity to present any contrary evidence or explanation to the Board at a meeting of the Board. Removal must be approved by a three-quarters vote of all members of the Board (whether present or not), excluding the Senior Pastor.

ARTICLE 10: ASSOCIATE PASTORS

Section 10.01 Responsibilities

The responsibilities of each Associate Pastor shall be defined by the Senior Pastor and shall be given to each Associate Pastor in writing.

Section 10.02 Qualifications

The qualifications for an Associate Pastor shall include those listed in Chapter 3 of the first book of Timothy and Chapter 1 of the book of Titus. Any other qualifications shall be determined by the Senior Pastor.

Section 10.03 Selection

The Senior Pastor shall select all Associate Pastors, after consultation with the Board.

Section 10.04 Removal

The Senior Pastor may remove an Associate Pastor after consultation with the Board.

ARTICLE 11: NON-PASTORAL STAFF

Section 11.01 Responsibilities

The responsibilities of each non-pastoral staff member shall be defined by the Senior Pastor (or his delegate) and shall be given to each staff member in writing.

Section 11.02 Qualifications

The qualifications of each non-pastoral staff position shall be determined by the Senior Pastor (or his delegate).

Section 11.03 Selection

The Senior Pastor (or his delegate) shall select all non-pastoral members of the staff.

Section 11.04 Removal

The Senior Pastor (or his delegate) may remove a non-pastoral staff member without consultation with the Board.

ARTICLE 12: RECEIPT, INVESTMENT AND DISBURSEMENT OF FUNDS

Section 12.01 Receipt of Funds

The corporation shall receive all monies and/or other properties transferred to it for the purposes for which the corporation was formed (as shown by the Articles of Incorporation). However, nothing contained herein shall require the Board to accept or receive any money or property of any kind if it shall determine in its discretion that receipt of such money or property is contrary to the expressed purposes of the corporation as shown by said Articles.

Section 12.02 Investment of Funds

The corporation shall hold, manage and disburse any funds or properties received by it from any source in a manner that is consistent with the expressed purposes of this corporation.

Section 12.03 Disbursement of Funds

No disbursement of corporation money or property shall be made until it is first approved by the President of the corporation or by the Treasurer or by the Board. However, the Board shall have the authority to appropriate specific sums to fulfill the objects and purposes for which the corporation was formed and to direct the officers of the corporation from time to time to make disbursements to implement said appropriations.

[Name of Church] is committed to giving a minimum of 10 percent of received tithes and offerings to missions. Five percent of this missions commitment will be given to church planting. The remaining five percent will be given to missions at the discretion of the Board.

Section 12.04 Instruments in Writing

All checks, drafts, demands for money and notes of the corporation, and all written contracts of the corporation shall be signed by such officer or officers, agent or agents, as the Board may from time to time by resolution designate.

ARTICLE 13: CORPORATE RECORDS AND REPORTS

Section 13.01 Records

The Corporation shall maintain adequate and correct accounts, books and records of its business and properties. All such books, records and accounts shall be kept at its principal place of business in the State of [Name of State], as fixed by the Board from time to time.

Section 13.02 Inspection of Books and Records

Every Board Member shall have the absolute right at any reasonable time to inspect all books, records, documents of every kind, and the physical properties of the Corporation, and also of its subsidiary organizations, if any.

Section 13.03 Certification and Inspection of Bylaws

The original or a copy of these Bylaws, as amended or otherwise altered to date, certified by the Secretary, shall be open to inspection by the Board of the Corporation at all reasonable times during normal office hours.

ARTICLE 14: IRC 501(c)(3) TAX EXEMPTION PROVISIONS

Section 14.01 Limitations on Activities

No substantial part of the activities of this corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation [except as otherwise provided by Section 501(h) of the Internal Revenue Code], and this corporation shall not participate in, or intervene in (including the publishing or distribution of statements), any political campaign on behalf of, or in opposition to, any candidate for public office.

Notwithstanding any other provisions of these Bylaws, this corporation shall not carry on any activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code, or (b) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code.

Section 14.02 Prohibition Against Private Inurement

No part of the net earnings of this corporation shall inure to the benefit of, or be distributable to, its members, Directors or trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes of this corporation.

ARTICLE 15: CONFLICT OF INTEREST

Section 15.01 General Policy

All conflicts of interest and even the appearance of conflict of interest must be avoided by all board members, employees, consultants and those who provide services or furnish goods to the organization. If any possible conflict of interest arises, it is the duty of the party involved to immediately declare such conflict of interest to the Board of Directors.

After disclosure of the potential conflict and all material facts, and after any discussion with the interested person, he/she shall leave the board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.

After exercising due diligence, the governing board or committee shall determine whether the Organization can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.

If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing board or committee shall determine by a majority vote of the disinterested Directors whether the transaction or arrangement is in the Organization's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

Section 15.02 Elders May Not Be Employees

No Elder, other than the Senior Pastor who shall also be considered an Elder, shall be an employee or shall be related to an employee. Relatives, for purposes of this section, shall include spouses, brothers, brothers-in-law, sisters, sisters-in-law, sons, daughters, parents, parents-in-law, and grandparents.

A former employee shall not be eligible to serve as an Elder until he or she has been separated for one year from the organization.

A former Elder shall not be eligible to be employed by the organization until he or she has not been an Elder for one year.

- OR -

Section 15.02 Staff Conflict of Interest

Any Elder who is also on staff or directly related to a staff member shall exempt himself from any discussions involving their own employment or compensation or that of their relative. Relatives, for purposes of this section, shall include spouses, brothers, brothers-in-law, sisters, sisters-in-law, sons, daughters, parents, parents-in-law, and grandparents.

Section 15.03 Limitation on Political Activity

The board shall not actively participate in the political candidacy of any person.

ARTICLE 16: PROHIBITED ACTIVITIES

[Name of Church] is prohibited from engaging in activities that violate the written Doctrines of [Name of Church]. [Name of Church] is also prohibited from promoting, condoning, or permitting activities to take place in [Name of Church] facilities that violate the written Doctrines of [Name of Church].

ARTICLE 17: AMENDMENT OF BYLAWS

These Bylaws may be amended at any meeting of the Board, if each of the following has been satisfied:

- (a) The agenda for the meeting listed Amendment of the Bylaws as a topic of the meeting.
- (b) The text of the proposed amendments was given to each of the Board members in writing at least ten days prior to the meeting.

Any change in Bylaws must receive a positive vote by two-thirds of the Board members, and shall take immediate effect.

ARTICLE 18: CONSTRUCTION AND TERMS

If there is any conflict between the provisions of these Bylaws and the Articles of Incorporation of this corporation, the provisions of the Articles of Incorporation shall govern.

Should any of the provisions or portions of these Bylaws be held unenforceable or invalid for any reason, the remaining provisions and portions of these Bylaws shall be unaffected by such holding.

All references in these Bylaws to the Articles of Incorporation shall be to the Articles of Incorporation, Articles of Organization, Certificate of Incorporation, Organizational Charter, Corporate Charter, or other founding document of this corporation filed with an office of the State of [Name of State] and used to establish the legal existence of this corporation.

All references in these Bylaws to a section or sections of the Internal Revenue Code shall be to such sections of the Internal Revenue Code of 1986 as amended from time to time, or to corresponding provisions of any future federal tax code.

CERTIFICATE OF SECRETARY

I, the undersigned, being the Secretary of [Full Legal Name of Corporation], do hereby certify that the above Bylaws were adopted by the Board of said corporation in a regularly called meeting on [Date of Meeting]. Said Bylaws are, as of the date of this certification, the duly adopted and existing Bylaws of this corporation.

[Name of Corporate Secretary], Secretary

Date