



**Resolution authorizing electronic signatures and seal
in conducting Town of Nags Head business transactions**

WHEREAS: Town of Nags Head (the "Town") is in the process of implementing an electronic contracts management system which will involve a centralized system to approve, process, and execute all Town contracts; and

WHEREAS: the implementation of this contract management system will allow the utilization of electronic signatures and an electronic version of the official Town seal by appropriate Town of Nags Head officials rather than the present workflow process which requires manual signature of documents; and

WHEREAS: pursuant to N.C. Gen. Stat. Ch. 66 Article 11A, Electronic Commerce in Government, all public agencies, which includes local units of government, may use and accept electronic signatures under the Uniform Electronic Transactions Act, N.C. Gen. Stat. Ch. 66, Article 40; and

WHEREAS: N.C. Gen. Stat. § 66-58.5, Validity of Electronic Signatures, requires that a public agency request or require the use of electronic signatures in order for agency transactions signed electronically to have the same force and effect as if a manual signature had been used; and

WHEREAS: Town of Nags Head desires to approve and authorize the use and acceptance of electronic signatures in current or future Town business transaction, so that the electronic signature process will satisfy the validity requirements of N.C. Gen. Stat. § 66-58.5; this electronic signature approval shall include, but not be limited to, contracts and purchase orders.

NOW, BE IT THEREFORE RESOLVED, as follows:

Effective immediately the Town of Nags Head Board of Commissioners hereby authorizes the utilization and acceptance of electronic signatures and an electronic version of the official Town seal in Town business transactions, including, but not limited to, Town contracts and purchase orders; and that the Board hereby FURTHER RESOLVES that this electronic signature use approval shall be limited to those Town officials and employees who are entitled by current or future official Board action to manually sign binding legal documents on behalf of Town of Nags Head.

ADOPTED this the 5th day of May 2021.

Benjamin Cahoon, Mayor
Town of Nags Head

ATTEST:

Carolyn F. Morris, Town Clerk