

Board meeting

Date and time: Date and time

Place: Street address and more detailed note of the venue if relevant

Present: Attendee names

Opening of the meeting:

The board meeting was opened by (name) at hh.mm.

Confirming the quorum and validity of the meeting

It was stated that the board meeting has been legally convened and constituted a quorum in accordance with the rules.

Approval of agenda

The agenda was approved as distributed to be the agenda for this meeting.

Opening and use of banking services provided by Holvi Payment Services Oy

It was decided to authorise [name of person, ID] to represent [name of association] in all activities related to Holvi Payment Services Oy in accordance with Holvi's Terms of Service. The authorisation includes in particular:

- To open, manage and close Payment Accounts/terminate the business relationship,
- To make Payment Transactions via the relevant payment instrument provided,
- To grant access to third parties (such as: employees) and
- To make use of the Holvi Services.

The above list is only exemplary and not exhaustive.

The Authorised Representative is not entitled to issue sub-authorisations.

This authorisation is valid until the end of the contractual relationship between Holvi and the association or revoked by the association at any time in writing to Holvi Payment ServicesOy.

Other matters discussed

Closing of the meeting

The chair announced the meeting closed at hh.mm.

In fidem

Chair (name in block letters)

Secretary (name in block letters)

The minutes of the meeting will be scrutinised and confirmed in accordance with the association's procedures.