

STATE OF GEORGIA / BANK OF AMERICA VISA PURCHASING CARD APPLICATION

Does your Organization currently bank with Bank of America? Yes No

Organization Information (Please type or print):

Name of Organization (As it will appear on card): Limit 21 characters (including spaces):

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Organization Legal Name (must match Financials and W-9) City of Stone Mountain

Street Address	875 Main Street		
City/State/Zip	Stone Mountain, GA 30083	Tax ID #	58-6000670
Business Phone	770-498-8984	No. of Employees	

Type of Organization:	Community College	Special District (type)	
	Municipality	District School Board	Other (specify)
	County	County Constitutional Office (specify)	

Program Administrator(s): (attach additional list if necessary)

Name	Miglena Dimov	Title	City Manager
Business Address	875 Main St		
City	Stone Mountain	State	GA Zip 30083 Business Phone 470-275-3025
E-mail address	mdimov@stonemountaincity.org		Fax number
Name			Title
Business Address			
City		State	Zip Business Phone
E-mail address			Fax number
Name			Title
Business Address			
City		State	Zip Business Phone
E-mail address			Fax number

Program Information:

1. What is your projected annual spending volume with the Purchasing Card (total)? \$75,000+

2. What is your annual AP Spend (non-Purchasing Card) ? \$6,000,000

What types of purchases do you plan to use the Purchasing Card for (travel, office supplies, etc.)? Travel, Training, dues and fees, supplies, etc.

3. How many cards do you anticipate initially? 5 At full implementation? 10

4. When do you plan to implement a Purchasing Card program (Target Go Live Date)? October 1, 2026

Planned Payment Method:

- ☐ ACH Credit
- ☐ ACH Debit
- ☐ Wire Transfer
- ☐ Global Card Access

Signature and Authorization:

The Organization named above (the "Organization"), by the signature of its authorized officer or employee below, requests that a Visa Purchasing Card account be established by Bank of America, N.A. USA in the name of the Organization, and that Visa Purchasing Cards be issued to the representatives of the Organization as the Organization designates from time to time. The Organization agrees to be liable for transactions made on the account, and shall pay Bank of America, N.A. USA the account charges in accordance with Bank of America's response to the State of Georgia's RFP #SWC 40300-224-0000000029 and amendments which may be added from time to time (the "Agreement"). The Organization hereby acknowledges receipt of a copy of the Agreement. The Organization understands that its participation in the Purchasing Card Program may be immediately terminated if it fails to make timely payments hereunder. If Agreement should terminate, Bank of America may, at its option, upon notice to the Organization, terminate Organization's account or issue new terms for the account. I hereby certify that I am authorized to sign this application for the Bank of America Purchasing Card Program and to contractually bind the Organization to all terms and conditions found herein, without limitation, for the duration of the said contract.

Name (print):_____ Title:_____

Signature:_____ Organization:_____

Date:_____

TO ENSURE PROMPT PROCESSING, CONFIRM THAT THE FOLLOWING IS PROVIDED:

Complete Application: Complete all sections of the Application including Signature(s) and Authorization and Resolution.

Financial Statements: Enclose the three most recent years audited financial statements or three most recent years tax returns (if applicable).

Submit the completed Application, along with required documentation to:

Bank of America
Tiffani Christie
Tiffani.christie@bofa.com

For questions about this application contact Tiffani Christie at (404) 607-3353
Email Tiffani.christie@bofa.com

**State of Georgia
Bank of America
Purchasing Card
Application**

Bank of America



Resolution

Legal Name of Organization _____

Headquarters Address _____

City/State/Zip _____

I, _____, Secretary of the above-named organization (the "Organization") do hereby certify that I am the keeper of the records, corporate seal and minutes of the proceedings of the governing board of the Organization (the "Board"); that on the _____ of _____, 20_____, a meeting of the said Board was held in accordance with the laws of _____ and Bylaws of the Organization, that a quorum of Board members was present, and the following resolutions were duly and legally passed:

Copy of Resolutions:

Be it Resolved, that the following officers and/or employees:

Title	Name
_____	_____
_____	_____
_____	_____

of the Organization (the "Designees"), or any _____ of them be and they/he hereby are/is authorized for and on behalf of and in the name of the Organization, for such time, at such interest rates, and on such other terms and conditions as are deemed expedient by the Designees to negotiate and procure credit from Bank of America, N.A. ("Bank of America") on VISA Purchasing card(s), to designate the officer(s) or employee(s) to receive Purchasing card(s), and to execute the application and provide any other documents or information required by Bank of America as a requirement of issuing such Purchasing card(s). The authority herein given and the designation of officer(s) or employee(s) shall remain irrevocable as far as Bank of America is concerned until Bank of America is notified in writing of the revocation of such authority and shall have acknowledged in writing receipt of such notification.

Be it Further resolved, that such Purchasing cards, the debt created by their use and any security interest pertaining to that debt, issued to designated officer(s) or employee(s) of the Organization shall represent legal and binding obligations of the Organization; and that Bank of America is hereby authorized and directed to pay the proceeds of any such credit without the necessity to look to the use of the credit or of the account, whether such account is opened or maintained by the Designees, or others as designated by the Designees, in their individual capacities or not, and whether funds from the use of such accounts are deposited to the individual credit of, or used for the individual credit of, or used for the individual purposes of, the Designees, or others designated by the Designees, or not.

Be it Further Resolved, the Corporation shall indemnify and hold harmless Bank of America from any claim, loss, cost, damage, liability or expense arising out of its actions in reliance on this Resolution.

I Hereby Further Certify that the seal affixed hereto is the Seal of the Organization; that the individuals named above are the duly elected incumbents of the respective offices of the Organization set forth opposite their respective names; and that the signatures set opposite their respective titles are the genuine, original signatures of each respectively:

(Please supply genuine signatures hereunder)

Title	Name (printed or typed)	Specimen Signature
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

I have hereunto affixed my name as secretary and have caused the Seal of the Organization to be affixed this _____ day of _____, 20_____.

(Secretary)