**MINUTES OF SUBSEQUENT BOARD MEETING**

Minutes of the……….th meeting of the Board of Directors of……….Co. Ltd. held at Registered office of the company on............................ , ……….th day of……….20……….at……….P.M.

Present

1 . Mr. A Chairman

2. Mr. B Director

3. Mr. C

4. Mr. D

5. Mr. E

In Attendance

Mr. F, Advocate

Mr. G, Secretary

1. The minutes of the Board meeting held on……….20……….were read, approved, and signed by the Chairman as a correct record.

2. Leave of absence from attending the meeting was granted to S/Shri ................. ...................and………. Directors.

3. The proposal for publication of advertisement for inviting deposits from the public was considered and it resolved that the publication of the advertisement inviting deposits from the public, as per draft placed before the meeting and initialled by the Chairman for the purpose of identification be and is hereby approved.

Resolved further that a copy of the advertisement duly signed by the Directors be delivered to the Registrar of Companies, Maharashtra, Bombay for registration before publication, incorporating therein such changes as may be required by the Registrar.

Resolved further that the Form of Application and statement of particulars as per the draft placed before the meeting and initialled by the Chairman for the purpose of identification, be and are hereby approved.

Resolved further that S/Shri……….and……….Director and Secretary respectively of the company be and are hereby authorised to sign jointly deposit receipts on behalf of the company.

4. The share transfers were placed before the meeting and it was resolved that approval be and is hereby given to the undernoted transfers.

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Transfer No. No. of Shares Transferor Transferee

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5. The appointment of authorised representative to attend and vote at all meetings of the body's corporate of which the company is a member was considered and it was resolved that Shri……….failing whom Shri……….be and is hereby authorised to attend and vote at all meetings of the bodies corporate of which the company is a member or at any adjournments thereof as an authorised representative of the company, such authority to include signing of letters of consent pursuant to the provisions of sections 171 and 219 of the Companies Act.

Resolved further that a certified copy of this resolution be sent to each body corporate of which the company is a member.

6. The Managing Director's report dated………. explaining progress of the company during the month of……….20 ……….was tabled, discussed and noted.

7. There being no other business, the meeting terminated with a vote of thanks to the Chair.

Chairman

Dated: ………. 20……….