<<**C** (Company nu

Minutes of a meeting of the "Company") held at <<Location>

PRESENT
[IN ATTENDANCE:]
[APOLOGIES FOR ABSENCE RECEIVED FROM:]

1. CHAIRMAN

It was resolved that <<Name <<Name>> took the chair of the

2. NOTICE AND QUORUM

The chairman reported that suf quorum was present. The chairr

3. DECLARATIONS OF IN

Each director present at the me have any] direct or indirect interat the meeting which they were 2006 and the Company's articles

[4. BUSINESS OF THE ME

The chairman reported that the

(i) the circulation of writter obtain shareholder appro



TED tration No.>>)

<<Company Name>> Limited (the le>>.

POSITION
< <director>></director>
<<[Director]>>
<<[Director] [Secretary]>>

is chairman of the Company and

ting had been duly given and that a eting was open.

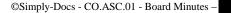
ery] **OR** [confirmed that they did not gements that were to be considered section 177 of the Companies Act

was to consider and approve:

mbers of the Company in order to proposed allotment of shares in the

shareholders in a general meeting. resolutions.

for Cash



¹ This resolution can be passed as eithe For small private companies it is more

Company, namely (a) are in the Company up to are with section 551 of the Copre-emption rights under

(ii) the proposed allotment o

5. DOCUMENTS PRODUC

There was produced to the Mee

(i) the following application Company:

Name	No of Of £[
<< >>	<< >:
<< >>	<< >

(ii) [forms of written resolution (a) under section 551 of to an aggregate nominal that authority as if section allotment.]

[6. RESOLUTIONS

After consideration of the matter

IT WAS RESOLVED AS FOLLO

- to approve the written res
- II. send the written resolution

The meeting was then adjourned members of the Company.]

7. ALLOTMENT AND ISSUE O

[The meeting then reconveneresolutions had been unanimous

- I. [the directors were dul aggregate nominal amou
- II. the directors were duly a under section 561 of the
- III. subject to the receipt by

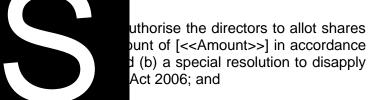


table of applications below.]

of £ [1 each] in the capital of the

on	Share certificate
	numbers
	<< >>
	<< >>

e Company to enable the directors, to allot shares in the Company up >]; and (b) allot shares pursuant to es Act did not apply to the relevant

72(1) of the Companies Act 2006,

luced to the meeting; and ber of the Company for approval.

olutions could be circulated to the

irman reported that [the written

hares in the Company up to an

shares as if the pre-emption rights not apply;]

subscription monies, the shares



appearing against the na par [at a premium of £ []

- IV. share certificates are pre
- V. the register of members

and are allotted to that applicant at as fully [partly] paid; ued accordingly; and

8. FILING

The [chairman] instructed [the C

- (i) file Form SH01 (Return make all entries in the C the Meeting[; and
- (ii) file a print of the ordina above with Companies F

9. CLOSE

There was no further business closed.

Chairman

<<Name>> to:

inies House within one month and an incressitated by the business of

d special resolution as described

nan declared that the meeting was