<<INSERT COMPANY NAME OFFICE>>

Companies House Crown Way Cardiff CF14 3UZ

<<INSERT DATE>>

Dear Sir / Madam,

The Board of Directors of <<C NUMBER>>) has instructed th section 693A of the Companie

Thank you for your attention in

Yours faithfully,

Signed

<< Company Secretary Name

Company Secretary

S

REGISTRATION AND REGISTERED

L>> (<<COMPANY
Resolution made under

© Simply-docs - CO.SH.PR.13 - Own Share I Resolution)

ne/Cash - Letter to Companies House (ESS