

<<INSERT COMPANY NAME
OFFICE>>

Companies House
Crown Way
Cardiff
CF14 3UZ

<<INSERT DATE>>

Dear Sir / Madam,

The Board of Directors of <<C L>> (<<COMPANY
NUMBER>>)) has instructed the Resolution made under
section 693A of the Companies you.

Thank you for your attention in

Yours faithfully,

Signed

<< Company Secretary Name

Company Secretary

S

A

M

P

L

E