

<<C
(Company nu
TED
tration No.>>)

[Minutes of a meeting of the bo
<<Company Name>> Limited (t
<<Time>>.
resolution of the sole director] of
<<Location>> on <<Date>> at

PRESENT:		POSITION
		Director
		[Director]
		[Director] [Secretary]
[IN ATTENDANCE:]		
[APOLOGIES FOR ABSENCE RECEIVED FROM:]		

[1. CHAIRMAN]

[It was resolved that <<Name>>
<<Name>> took the chair of the m
chairman of the Company and

[2. NOTICE AND QUORUM]

[The chairman reported that suffic
quorum was present. The chairma
g had been duly given and that a
ng was open.]

[3. DECLARATIONS OF INTERES

[Each director present at the meet
have any] direct or indirect interes
at the meeting which they were r
2006 and the Company's articles o
y] **OR** [confirmed that they did not
ements that were to be considered
ection 177 of the Companies Act

4. BUSINESS [OF THE MEETING

RECTOR]

The [chairman] **OR** [sole director]
no longer needed [because <<inse
trading, the director(s) wish to retir
Companies Act 2006, it was theret
voluntarily strike the Company off
the future of the Company, it was
the company is dormant, no longer
with section 1003, part 31 of the
the registrar of companies to
it.

¹ Paragraphs 1 to 3 and paragraph 9 are not re
e director because there will not be a meeting.

The director(s) confirmed that none of the Companies Act 2006, which applied in relation to the Company

It was agreed that the Company would return the Company's share capital and would be *bona vacantia* and pass

IT WAS THEREFORE RESOLVED

- (a) An application for strike off be authorised to complete necessary fee.
- (b) Within 7 days of making the application is given to every director of the Companies Act 2006. The Company will comply with the Companies Act 2006

5. CLOSE

There was no further business and the meeting was closed.

.....
[Chairman] OR [Director]

² The law states that any remaining assets and liabilities of the Company immediately before dissolution, vests in the Crown when the Company is dissolved. If the Company has any remaining assets and liabilities, it will be necessary to transfer them out of the Company before making the strike off application.

as set out in sections 1004 or 1005 of the Companies Act 2006, and that [steps had been taken to return the Company's share capital and would be *bona vacantia* and pass on].²

of Companies and the director(s) must use Form DS01 and file it with the Registrar, a copy of the application in section 1006 of the Companies Act 2006. The Company will comply with the Companies Act 2006

the Registrar, a copy of the application in section 1006 of the Companies Act 2006. The Company will comply with the Companies Act 2006

[Chairman] OR [Director] /sole director] declared that the meeting was closed.

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