

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

Minutes of a general meeting of the <<Company Name>> Limited (Company)  
held at <<Location>> on <<Date>>

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

The Chairman declared the meeting

The Chairman explained that for  
section 622 of the Companies Act  
626 of the Companies Act 2006 to  
nominal values of the redenomin  
approved by Special Resolution  
redenomination. The [chairman] C  
share redenomination had taken p

The Chairman also explained that  
by the directors confirming that the  
626(4) of the Companies Act 2006  
of the nominal value of allotted sha  
Companies Act 2006).

There was produced to the meeting  
627(6) of the Companies Act 2006  
shareholders when they voted on t  
Special Resolution was then table

### Special Resolution

That the share capital of the  
redenomination>> divided into <  
currency amount>> each [(which  
divided into <<number and type  
each.

Such reduction to be effected by t  
2006 and <<amount>> be transf

share redenomination pursuant to  
for a company pursuant to section  
al for the purpose of adjusting the  
suitable values provided that it is  
of the resolution effecting the  
ed that the resolution effecting the  
in last 3 months>>.

is to be supported by a statement  
al is in accordance with section  
on of capital does not exceed 10%  
e reduction (section 627(6) of the

g the requirements of section  
s made available to the  
nd throughout the meeting. The

from <<share capital following  
shares e.g. ordinary>> of <<new  
are fully paid up)] to <<amount>>  
>> of <<new currency amount>>

section 626 of the Companies Act  
ation reserve in accordance with

section 628 of the Companies Act

The resolution was proposed by <<Name>> and on a show of hands [unanimously agreed by the members (or their duly appointed representatives) that the special resolution should be passed]

There was no further business and the meeting was closed at <<Time>>.

<<Name>> and on a show of hands [unanimously agreed by not less than 75% of the members present and entitled to do so, voted at the meeting]

<<Name>> declared that the meeting was

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