

(COMPANY'S NAME)

Address of company

Minutes of a [Special] / [General] Shareholders' meeting

On the (date), in (place of meeting), there was held a meeting of the shareholders of the above company.

Present at the meeting:

Chairman:

Directors:

Shareholders:

The chairman declared that the meeting could be waived, and there being the necessary quorum, the meeting could proceed to attend any business which may come before it.

The chairman declared furthermore, that the purpose of the meeting was to [purpose of the meeting. E.g. To change the names of the shareholders].

After a brief discussion of the matter brought before this meeting and upon motion duly made and seconded, the following resolutions were unanimously approved:

It was resolved:

First: [e.g. existing shareholder's name being the sole shareholder of the company transfer all its shares to (insert name of new shareholder here) as follows (specify amount of shares)]

Second: [E.g. That the share certificate no. _____ for (state number of shares) shares issued to (state existing shareholder) will be revoked as of today's date.]

Third: [e.g. To issue under this day's date new registered share certificate no. ____ (for state number of shares) to (new shareholder) by the director.]

Fourth: [E.g. That the changes be registered in the share register of the company.]

In witness whereof the present resolution was duly issued and signed as of the date hereof:

Dated this

Chairman