**${Company current name}**

(the “**Company**”)

(Company Registration No. ${UEN})

(Incorporated in the Republic of Singapore)

RESOLUTION IN WRITING PURSUANT TO REGULATION OF THE COMPANY’S CONSTITUTION

**DECLARATION OF THE COMPANY AS A DORMANT COMPANY**

RESOLVED that as at the end of the financial year ended${Year end new}, the company has been dormant for the entire financial year end.

${RETIRECONTENTBLOCK}

**ANNUAL GENERAL MEETING**

RESOLVED that an Annual General Meeting of the Company be deemed held at ${Underline AGM Meeting's Venue} on ${Underline AGM date} at ${Underline AGM time} and that the Director or the Secretary of the Company be authorised to issue Notice of Meeting to all persons entitled to receive such Notice.

Dated this ${Resolution Date}

**${Display title type for board of director}**

|  |
| --- |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  ${Directors name - all} |

**${Company current name}**

(the “**Company**”)

(Company Registration No. ${UEN})

(Incorporated in the Republic of Singapore)

**NOTICE IS HEREBY GIVEN** that the Annual General Meeting of the Company will be held at ${Underline AGM Meeting's Venue} on ${Underline AGM date} at ${Underline AGM time} to transact the following ordinary businesses:

**AS ORDINARY BUSINESSES**

1. To declare that the company has been dormant the entire financial year end for the end of the financial year${Year end new}.

${NOTICERETIREBLOCK}

1. To transact any other ordinary business that may be properly transacted at an Annual General Meeting.

On behalf of the Board

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

${Director Signature 1}

Director

Date: ${Resolution Date}

Notes:-

1. A member entitled to attend and vote at this meeting is entitled to appoint a proxy or proxies to attend and vote instead of him. A proxy may but need not be a member of the Company.
2. Any instrument appointing a proxy should be deposited at the registered office of the Company, at ${Underline AGM Meeting's Venue} not less than forty-eight hours before the time for holding the meeting.

**${Company current name}**

(the “**Company**”)

(Company Registration No. ${UEN})

(Incorporated in the Republic of Singapore)

**MINUTES OF ANNUAL GENERAL MEETING**

PLACE : ${AGM Meeting's Venue}

DATE : ${AGM date}

TIME : ${AGM time}

PRESENT : Please see Attendance List attached hereto.

NOTICE OF MEETING : The Notice convening this Meeting was taken as read.

CHAIRPERSON : ${Chairman} was elected to chair the Meeting.

**ORDINARY BUSINESS**

**DECLARATION OF THE COMPANY AS A DORMANT COMPANY**

RESOLVED that as at the end of the financial year${Year end new}, the company has been dormant for the entire financial year end.

${MINUTESRETIRECONTENTBLOCK}

**CONCLUSION**

There being no further business to transact, the Meeting ended with a vote of thanks to the Chairperson.

Certified as a True Record of Minutes

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

${Chairman}

Chairperson

**${Company current name}**

(the “**Company**”)

(Company Registration No. ${UEN})

(Incorporated in the Republic of Singapore)

**ATTENDANCE LIST**

MEETING : ANNUAL GENERAL MEETING

PLACE : ${AGM Meeting's Venue}

DATE : ${AGM date}

TIME : ${AGM time}

**MEMBER(S)**

**PRESENT SIGNATURE**

|  |  |
| --- | --- |
| ${Members name - all}  ${Title Corp Rep Name}  ${Title Identity Number} | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  ${Corp Rep Name}  ${Identity Number} |