ON THE LETTERHEAD OF COMPANY

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF [NAME OF COMPANY], HELD ON [DAY DATE TIME] AT [PLACE]

TO APPROVE CHANGE IN THE ADDRESS OF THE REGISTERED OFFICE OF THE COMPANY FROM ______ TO ______ AND OUTSIDE THE LIMITS ______:

“**RESOLVED THAT** pursuant to provisions of section 12 of the Companies Act, 2013 (including any amendments thereto or re-enactment thereof) (the “Act”) read with rule 28 of the Companies (Incorporation) Rules, 2014 and subject to the approval of shareholders and the Central Government, the consent of the Board be and hereby accorded for shifting of registered office from the city of ………….. to …………….. i.e. from the state of ……… to …………….

"**RESOLVED FURTHER THAT** subject to the aforementioned confirmation/approval and pursuant to section 13 and all other applicable provisions, if any of the Companies Act, 2013, the existing clause II of Memorandum of Association of the Company be and is hereby substituted with the following clause II:

“II. The Registered Office of the Company will be situated in the State of __________.”

“**RESOLVED FURTHER THAT** for the purpose of giving effect to this resolution, Shri/Smt ____________ of the company be and is hereby authorized to do all such acts, deeds, filings, matters and things and execute all such deeds, documents, instruments and writings as may be required, with powers on behalf of the Company to settle all questions, difficulties or doubts that may arise in this regard.

\\CERTIFIED TRUE COPY

For [NAME OF COMPANY]

NAME OF AUTHORISED SIGNATORY
DESIGNATION
DIN/EE ID/ MEMBERSHIP NO.

Place:
Date: