

**Minutes of the Meeting of the promoters of proposed company**  
**dated the ----- day of -----, 200---- (Deed of Settlement).**

A Meeting of the promoters was held on ----- at ----- AM/PM in the proposed registered office of the company at -----  
 ----- . The following promoters were present in the Meeting.

	<u>Name</u>	<u>Signature</u>
(1)		
(2)		
(3)		
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Mr./Mrs. ----- presided over the meeting.

At the outset of the meeting the chairman readout the agenda contained in the notice served on ----- and discussed the same at length and after discussions the following resolutions were taken unanimously.

1. Resolved that a new company to be formed and incorporated in any of the following names with major objects ( Type of business-----):-
  - (a)
  - (b)
  - (c)
  - 
  -
2. Resolved that the authorized share capital of the company shall be Tk. ----- divided into ----- ordinary shares of Tk. ----- each.
3. Resolved that the following persons shall be the first Chairman/Managing Director/Directors/Shareholders of the company who have agreed to take the shares in the capital of the company shown against their respective names.:-

Sl. No.	Name of the Person	Position in the Company.	No. of Shares.
1.			
2.			
3.			

4. Resolved that Chairman / Managing Director / Director / Shareholders / Legal Representative Mr./Mrs. ----- of (address) -----  
 ----- of the proposed company be and is hereby authorized to apply for the clearance of name of the company and to perform all the necessary works in connection with the incorporation of the company.

As there was no other point to discuss, the meeting ended with a vote of thanks to the chair.

( Chairman )