

CERTIFIED TRUE COPY OF THE BOARD RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF _____ LIMITED HELD ON _____ DAY OF _____ AT _____ STARTED AT _____ AM/ PM AND CONCLUDED AT _____ AM/PM

WRITE OFF BAD DEBTS

The Chairman appraised the Board of Director of the Company that there are some debts which are irrecoverable from the debtors during the financial year. Therefore, such debts are to be written off to calculate the actual position of the Company.

The Board discussed and passed the following resolution:

“RESOLVED THAT consent of Board of Directors of the Company be and is hereby given to write off bad debts as mentioned below for the financial year 2018-2019.”

- 1.
- 2.
- 3.
- 4.

“RESOLVED FURTHER THAT Mr. _____, Director of the Company be and is hereby authorized to do all such acts, things and deeds as may be necessary and incidental thereto to give effect to this resolution.”

“RESOLVED FURTHER THAT any of the Director of the Company, be and is hereby authorised to issue certified true copy of this resolution to any authority or person, as and when required.”

Certified True Copy

For _____ Limited

Director

DIN

Address