

# *(To be printed on Letter Head)*

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**CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS** \_\_\_ Company name \_\_\_\_\_ private limited **ON DATED** \_\_\_\_\_ **AT** \_\_\_\_\_ **AM AT THE REGISTERED OFFICE OF THE COMPANY** **SITUATED** \_\_\_\_\_ **AT** \_\_\_\_\_

\_\_\_\_\_, **Pin** - \_\_\_\_\_

Resolved that the board has decided to give / take on leave and license for \_\_\_\_\_ Months  
Office \_\_\_\_\_, Pin \_\_\_\_\_, Village: \_\_\_\_\_ Built-up : \_\_\_\_\_  
Square Feet, situated within the revenue limits of Tehsil \_\_\_\_\_ and Dist \_\_\_\_\_ within the limits of Mumbai Municipal Corporation on the following terms and condition.

Period

From \_\_\_\_\_ To \_\_\_\_\_

Rent (In Rs.)

\_\_\_\_\_ /- ( \_\_\_\_\_ Thousand Only) per month for the first \_\_\_\_\_ months,

Deposit Amount \_\_\_\_\_ /- (Refundable on completion of term)

RESOLVED that Mr./Mrs. \_\_\_\_\_ bearing PAN card no. \_\_\_\_\_ is hereby authorized to sign the leave and license agreement and to admit execution of such documents and to do expediently all such necessary acts, things and Deeds indispensable in respect of aforementioned transaction.

RESOLVED FURTHER THAT a certified copy of this resolution signed by one of the Director/Directors of the Company will be provided to anyone concerned or in the matter.

For

DIRECTOR