

取締役会決議書 例 (SAMPLE OF BOARD RESOLUTION)

Extract of resolution passed by the board of Directors on (DDMMYY) at the office of (Name of Company).

Directors Present:

	Name	Post
1		President
2		Managing Director
3		Deputy Managing Director
4		Director
5	

Opening of Bank Accounts [delete where applicable] at MUFG Bank, Ltd. Yangon Branch.

RESOLVED THAT Bank Accounts are to be opened at MUFG Bank, Ltd. Yangon Branch under the name of (Name of Company) for receiving CMP charge, other relevant fees and necessary fund for the particular project.

AND nominating (Authorized person Name), the managing director of the company and (Authorized Person Name), the deputy managing director of the company as the authorized persons to undertake the necessary transactions of opening and/or closing of the Account and deposit, withdrawal and transfer the money of the Account.

The transactions of the deposit and/or withdrawal and others could be done under the signature of anyone out of the authorized persons.

For and on behalf of the Board,

(Name of President), President

(Name of Managing Director), Managing Director

(Name of Deputy Managing Director), Deputy Managing Director

取締役会議事録 例 (SAMPLE OF MINUTES OF MEETING)

Meeting Minutes

Minutes of Meeting No. (No. of minutes) of Board of Directors of the Company, held on (DDMMYY) at (TIME) at (PLACE).

Attendance

- | | | |
|-------------|---|----------|
| 1. MR _____ | - | DIRECTOR |
| 2. MR _____ | - | DIRECTOR |
| 3. MS _____ | - | G.M. |

Preliminary Proceedings

MR/MS [delete where applicable] (Name of the chair person) was appointed Chairperson of the meeting and explained that the following subjected are to be discussed and resolved.

1. Opening of bank accounts for the Company at MUFG Bank, LTD., Yangon branch.
2. Appointment of signatories for the Company's bank account at MUFG Bank, LTD., Yangon branch.

RESOLUTIONS

- 1) RESOLVED THAT (COMPANY NAME) to open accounts with MUFG Bank, LTD., Yangon branch.
- 2) RESOLVED THAT MR/MS [delete where applicable] (Authorized Person Name) (Holder of Country Passport No. (Passport No.)), Managing Director /Director and MR/MS [delete where applicable] (Authorized Person Name) (Holder of Country Passport No. (Passport No.)) Operation Managers are appointed as signatories of the Company bank account at MUFG Bank, LTD., Yangon branch. They are authorized to sign all the banking documents on behalf of the Company.

As there was no other business to be considered, the Chairperson thus declared the Meeting adjourned at TIME.

Director

(NAME/Signature)

Recorder of the Meeting

(NAME/Signature)