Board decisions for public company annual compliance

[[COMPANY_NAME]]

Registration number [[REGISTRATION_NUMBER]]

Registered office [[REGISTERED_OFFICE]]

Meeting [[MEETING_NUMBER]] | Date [[DECISION_DATE]] | Time [[MEETING_TIME]]

Place [[MEETING_PLACE]] | Chair [[CHAIR_NAME]]

Notice and authority: [[NOTICE_RECORD]]

Quorum and eligible participation: [[QUORUM_RECORD]]

Interests and exclusions: [[INTEREST_RECORD]]

Financial period [[FINANCIAL_PERIOD]]

Decisions

The board approves the identified annual financial statements [[FINANCIAL_STATEMENT_REFERENCE]] and directors report [[DIRECTORS_REPORT_REFERENCE]]. The required financial-statement signatories are [[FS_SIGNATORIES]]. The actual auditor report is to accompany the final annual package.

The board approves the section 78 report [[REPORT78_REFERENCE]] and authorises its submission after actual auditor certification, observing the separate pre-AGM deadline.

AGM [[AGM_NUMBER]] is called for [[AGM_DATE]] at [[AGM_PLACE]]. [[AUTHORISED_PERSON]] shall issue the approved notice and proposals, arrange the required publications and shareholder-document access, and retain service evidence.

Authority is limited to the approved versions and actual statutory submissions. Attachments: [[ATTACHMENT_SCHEDULE]].

Actual voting and dissent: [[ACTUAL_VOTING_RESULT]]

Signatures of directors signing the minutes _____
Names and capacities _____
Actual signing dates _____