

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF (COMPANY NAME) HELD AT THE REGISTERED OFFICE THE COMPANY AT (ADDRESS) ON (DAY),(DATE) AT (TIME).

RESOLUTION FOR RESIGNATION OF DIRECTOR

“RESOLVED THAT pursuant to the provisions of section 168 of the Companies Act, 2013 resignation of (Mr. /Ms. Director Name) Current Director from the directorship of the Company, from the Board of Directors of the Company be and is hereby accepted with effect from (Date of Resignation) taken on record of the company with immediate effect.

RESOLVED FURTHER THAT the Board places on record the valuable services rendered by the director Mr. Name of Current Director during their tenure as a Director of the Company and expresses its deep sense of appreciation and gratitude for the same.

RESOLVED FURTHER THAT (Mr. /Ms. Director Name) be and is hereby authorized to file E-form DIR-12 with the Registrar of Companies and to do all such acts, deeds, matters and things as deem necessary, proper or desirable for the purpose of giving effect to the aforesaid resolution”.

For **XYZ PVT LTD**

Director Name
DIN:

DATE:
PLACE: