

CORPORATE BOARD & SHAREHOLDER MEETING MINUTES

Effective Date

Place

1. Signatory

This document is made on _____ (_____) by:

Company

Individual

Full Legal Name

SSN / ID

Doc Series

Address

2. SUBJECT-MATTER SCHEDULE & SPECIFICATIONS

Company Legal Name

Meeting Type

Date, Time & Place

Attendees

Quorum Present

Resolutions Adopted

3. EXECUTION & SIGNATURES

Company

Signature

Full Legal Name

Date
