

.....**Limited**

Stamp Duty File No.

(TIN No., Unit)

Issue of Shares

We.....

(Directors/Secretaries) do hereby declare that.....(no. of share)

Ordinary/Preference Shares of above company will be issued (each share at value of

Rs.....) for a consideration of Rs.....

(1) *as the initial share issue of the company

(2) *as an increase to the issued share capital (in the case of an existing company)

(3)(specify any other issue)

*Please quote the relevant Clause.

.....
Director on behalf of the Company
(Signature and Rubber Stamp)

.....
Secretary to the company
(Signature and Rubber Stamp)
Registration No- Secretary

Issue of Shares (for office use only)

Value of a share (on net assets basis) as at

Rs.

Net Assets as at

No. of Shares as at

.....

Date

Signature of the Deputy Commissioner/

Assistant Commissioner

Date of Issue:

For endorsement

Date

Signature of the Deputy Commissioner/

Assistant Commissioner

Issue of Shares

Guide Lines

In terms of the Section 64 (a) of the Stamp Duty Act No. 43 of 1982 which is amended by Section 18 of stamp Duty (Amendment) Act No. 70 of 1988

For the 1st Issue required to submit the following documents

- (1) 02 original copies of the Issue of Share application
- (2) Board Resolution passed by the Directors
- (3) Original & the copy of the Incorporation Certificate
- (4) Original & the copy of the TIN Certificate
- (5) Original & the copy of the Form 01 of the Company Registrar's
- (6) Copy of the Memorandum of Articles

For the Increase of Issue required to submit the following documents

- (1) 3 original copies of the Issue of Share application
- (2) Get the value per share from the Income Tax File
- (3) Board Resolution passed by the Directors
- (4) Original & the copy of the incorporation Certificate
- (5) Original & the copy of the TIN Certificate
- (6) Original & the copy of the Form 15 of the Company Registrar's if the company existing more than 18 months
- (7) Certified copy of the Audited Accounts