

**COMPANY NAME**  
Regd. Off: - **REGISTERED ADD**  
CIN: **OPTIONAL**

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**CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE BOARD MEETING OF COMPANY NAME HELD ON DATE AT TIME. AT THE REGISTERED OFFICE OF THE COMPANY**

“RESOLVED THAT the Board do hereby appoint *Person Name*, Director of the company as Authorised Signatory for enrolment of the Company on the Goods and Service Tax (GST) System Portal and to sign and submit various document electronically and/or physically and to make applications, communications, representations, modifications or alterations on behalf of the Company before the Central GST and/or the concerned State GST authorities as and when required.”

“FURTHER RESOLVED THAT *Person Name*, Director of the company be and is hereby authorized to represent the Company and to take necessary actions on all goods and service tax related issues including but not limited to presenting documents/records etc., on behalf of the Company liaising /representing for registration of the Company and also to make any alterations, additions, corrections, to the documents, papers, forms, etc., filed with service tax authorities as and when required.”

“FURTHER RESOLVED THAT *Person Name*, Director of the company be and is hereby authorized on behalf of the company to sign the returns, documents, letters, correspondences etc. Ant to represent on behalf of the company, for assessments, appeals or otherwise before the goods and service tax authorities as and when required.”

By Order of the Board of Directors  
for **COMPANY NAME**

*Director2*  
Director

DIN: 07357737

**CERTIFIED TRUE COPY**