

Notulen AVA (engels)

Minutes of the General Meeting of <name company> incorporated at <place> kept at <date> at the premises of the company.

Mr. (name), the director of (name) B.V., opens the General Meeting and is appointed Chairman of the meeting and Mrs. (name), who will take the minutes, secretary.

Agenda

1. OpeningA
2. Adoption of the annual accounts
3. Postponing the compilation of the annual accounts
4. Approval of the directors conduct of business
5. Appointment of the auditor / accountant
6. Other matters

1. Mr. (name) states that the entire issued share capital is represented at the Meeting, so that all decisions can be taken and will be binding, provided they are taken unanimously.

2. The annual accounts are discussed and approved by the General Meeting with no votes against. According to the annual accounts a profit of € (amount) has been realized for the year (year). The profit has been added to the other reserves.

3. The chairman points out that the annual accounts for the year <20xx> have not been finished yet. The chairman proposes to allow the management of the company to postpone the make up of the annual accounts to 1 December <20xx>. The General Meeting approves this proposal.

4. Wit no votes against the General Meeting accepts the proposal of the chairman to adopt the directors conduct of business over (year).

5. Accounting firm will be appointed to compile / audit the annual accounts for the year 20xx.

6. As no other matters arise and no one present has any questions the chairman closes the meeting.

Signed at <place> at <date>

Chairman,

Secretary