

SHAREHOLDERS MEETING
ATTENDANCE SHEET



ATTENDANCE SHEET OF ___ ANNUAL GENERAL MEETING OF MEMBERS OF (NAME OF COMPANY) HELD ON (DAY), (DATE) COMMENCED AT (TIME) THROUGH VIDEO CONFERENCING (“VC”) / OTHER AUDIO VISUAL MEANS (“OAVM”):

| S. No | Name | Signature (At the time of Commencement of the Meeting) | Signature (At the time of Conclusion of the Meeting) |
|-------|--|---|---|
| 1. | Name of Shareholder | | |
| 2. | Name of Director | | |
| 3. | Mr. _____ M/s _____ (Statutory Auditor) | | |
| 4. | Mr. _____ M/s _____ (Secretarial Auditor) | | |