



SHAREHOLDERS MEETING
ATTENDANCE SHEET

ATTENDANCE SHEET OF ___ANNUAL GENERALMEETING OF MEMBERS OF (NAME OF COMPANY) HELD ON (DAY), (DATE) COMMENCED AT (TIME)AT REGISTERED OFFICE OF THE COMPANY AT _____

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)		