

# BOARD RESOLUTION FOR DEMATERIALIZATION OF ALLOTTED SHARES

[Company Name]

[Company CIN]

Registered Office: [Address]

**Certified True Copy of the Resolution Passed at the Meeting of the Board of Directors of [Company Name] held at its registered office on [Date], at [Time]**

**RESOLVED THAT** pursuant to the applicable provisions of the Companies Act, 2013 and the rules made thereunder, the Securities and Exchange Board of India (SEBI) regulations, and other applicable laws, the consent of the Board of Directors of the Company be and is hereby accorded for the dematerialization of the [number] (in words) equity shares allotted to the shareholders with the following details:

**Name of Allottee(s):** [Allottee Name(s)]

**Number of Shares Allotted:** [Number of Shares]

**Distinctive Numbers:** [From \_\_\_\_ to \_\_\_\_]

**Folio Number:** [Folio No.]

**RESOLVED FURTHER THAT** Mr./Ms. [Name of Authorized Person], [Designation], be and is hereby authorized to sign, submit and execute all necessary documents, applications, forms, declarations and undertakings as may be required and do all such acts, deeds, and things as may be incidental and necessary to give effect to this resolution, including correspondence with the Depository Participant and other regulatory authorities for dematerialization of shares.

**RESOLVED FURTHER THAT** the authorized person do all such acts, deeds, and things as may be necessary, proper or expedient to give effect to this resolution.

For [Company Name]

\_\_\_\_\_  
Director

[Date: \_\_\_\_\_]

[Place: \_\_\_\_\_]

## Important Notes:

- This resolution format should be customized with specific company and shareholder details.
- Attach necessary supporting documents (such as allotment letters and shareholder identity/ KYC proofs) with the dematerialization request.
- The resolution must be recorded in the official minutes book and certified true copy issued as required.
- Check the latest regulatory requirements and ensure compliance with SEBI and Depository Participant guidelines.
- Authorization for dematerialization should be given to an authorized person of the company.

