TEMPLATE RESOLUTIONS OF DIRECTORS TO CHANGE COMPANY NAME – USER NOTES

You should check the company's constitution and shareholders' agreement for any special requirement on a change of name (e.g. shareholder approval may be required). These resolutions will need to be updated to incorporate any special requirement.

A change of company name must be registered with the Registrar of Companies – this can be done online via the Companies Office website. The change of name comes into effect from the date the Companies Office issues a new certificate of incorporation recording the change.

USING THIS TEMPLATE

The ***User Notes*** and the statements in the footer (all marked in red) are included to assist you to prepare this document. They are for reference only. You should delete all user notes and the statements in the footer from the final form of your document.

The use of [*square brackets*] around black text means that:

- the requested details need to be inserted
- there are different options for you to consider within a clause
- the whole clause is optional and you need to consider whether to include it, based on the company's circumstances and the user notes.

Before finalising your document, check for all square brackets to ensure you have considered the relevant option and deleted the brackets.

If you delete any clause or schedule, remember to cross reference check the document.

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RESOLUTIONS OF THE DIRECTORS OF [*INSERT COMPANY NAME*]

(**Company**)

for the purposes of section 23 of the Companies Act 1993

DATE

NOTED:

The Company wishes to change its name to [*insert new name*].

RESOLVED THAT:

1 In accordance with section 23 of the Companies Act 1993, the Company changes its name to [*insert new name*].

2 Any director is authorised to reserve the name [*insert new name*] with the Registrar of Companies.

3 Any director is authorised to procure that an application is made to the Registrar of Companies to change the name of the Company to [*insert new name*].

SIGNED

[*Insert director name*]	[*Insert director name*]

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