

.....**FARMERS PRODUCER COMPANY LTD**  
First Annual General Body Meeting

Legal format as per RoC is different to be obtained from Auditor; This is only to make the share holders to understand the agenda in simplified format :

Mandatory Agenda :

Date & Place:

**Agenda:**

- i. To note the Certificate of incorporation of the Company
- ii. To note the Memorandum and Articles of Association
- iii. To note the location of the Registered office
- iv. To note the First Directors of the Company
- v. To confirm the appointment of Chairman and Managing Director of the Company
- v. To confirm the Management Committee constituted by the Board
- vi. To fix the financial year of the company
- vii. To confirm the First Auditor of the Company appointed by the Board
- viii. To adopt the Common Seal of the Company
- ix. To confirm the bankers and Bank account opening for the Company
- x. To authorize the Board to print the share certificate
- xi. To authorize the Board to issue the share certificates to the shareholders
- xii. To approve the release of initial payments for incorporation of the company
- xiii. To appoint additional Directors for the Company
- xiv. To approve the business plans of the company
- xv. To note the appointment of CEO for the company
- xiv. Any other items with the permission of the Chair

Vote of Thanks : Director (Operations)