

ABC TECHSOL PRIVATE LIMITED

CIN: U7X9XXMH2025PTCXX0000

Registered Office: Office No 33, 1st Floor, Brij Appt, Gokhale Nagar, Mumbai- 400 021 MH IN

Email ID: abctech@mail.com | Contact No: 999999999

Fax: 999999999 | web: www.abc.com

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS (02/2024-25) OF ABC TECHSOL PRIVATE LIMITED ("the Company") HELD ON THURSDAY, 16th JANUARY 20XX AT THE REGISTERED OFFICE OF THE COMPANY AT OFFICE NO 33, 1ST FLOOR, BRIJ APPT, GOKHALE NAGAR, MUMBAI- 400 021 MH IN AT 11:00 AM.

1. Acceptance of resignation of Director, Mr. [Name of Director] [DIN:X0000]

RESOLVED THAT, the resignation of **Mr./Ms. [Name of Director] [DIN:X0000]**, Director of the Company, submitted via his/her letter dated [enter Date], be and is hereby accepted with effect from [Put date], and the Board notes the same.

RESOLVED FURTHER THAT, the Board places on record its appreciation for the valuable services rendered by Mr./Ms. [Name of Director] during their tenure with the Company and expresses gratitude for their contributions.

RESOLVED FURTHER THAT, Mr _____ [DIN:0000], Director is instructed to issue an acknowledgment letter to Mr./Ms. [Name of Director], confirming the receipt and acceptance of their resignation from the office of Director, and to relieve them of their duties effective immediately.

RESOLVED FURTHER THAT, the Company Secretary/Director is hereby authorized to take all necessary actions to give effect to the above resolution, including filing the required forms with the Registrar of Companies, and to update the records accordingly.

"Certified True Copy"

**FOR AND ON BEHALF OF THE BOARD OF
ABC TECHSOL PRIVATE LIMITED**

AMXXXXX AMXXXXX

DIN:0000000

DIRECTOR

Address: Axxxx Nagar, XXXXX

Smarak, Jxxxxx, Mumbai 4XXXXX

16/01/2024, xxxxxx

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Date:

To

Mr./Ms. [Name of Director]

[Address]

[City, State, Zip Code]

Subject: Acknowledgment of Resignation from the Office of Director of "ABC Techsol Private Limited"

Reference: Your resignation letter dated

Dear Mr./Ms. [Name of Director],

We acknowledge receipt of your resignation letter dated [Insert Date], in which you have tendered your resignation from the office of Director of XXXX Private Limited, with immediate effect.

We would like to inform you that your resignation has been accepted by the Board of Directors in their meeting held on [Insert Date]. The Board has passed a resolution to relieve you of your duties as a Director of the Company, effective from [date].

We would like to take this opportunity to express our sincere gratitude for your valuable contributions during your tenure with the Company. Your dedication and efforts have been greatly appreciated by the Board and the management of the Company.

Please do not hesitate to contact us if you require any further assistance.

Thank you once again for your time and commitment to Abc Techsol Private Limited. We wish you all the best in your future endeavors.

**FOR AND ON BEHALF OF THE BOARD OF
ABC TECHSOL PRIVATE LIMITED**

MR. ABC XYZ

DIRECTOR

DIN: 000000

Address: Axxxx Nagar, XXXXX

Smarak, xxxxx, Mumbai 4XXXXX

16/01/20xx, XXXXXX