

DIVIDEND DECLARATION

Directors Meeting held on _____ **20**_____

Company Name _____ Ltd

Company Ref _____

Directors Present _____

Held at _____

At a meeting of the Directors of the Company held on the above date, it was proposed and resolved to confirm the payments to the shareholders of the Company Dividends in the proportion of their respective shareholdings in the sum of £_____

The shareholders were advised of these amounts and cheques paid/drawn accordingly.

There being no further business, the meeting was adjourned.

Director and Chairman

Payment Details

For the Dividend Period ended _____

Cheque Payee	Cheque Value	Date of Cheque	Cheque Number
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
TOTAL	£		
	=====		