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| YOUR COMPANY  Street Address  City, ST ZIP Code  Phone  Fax |  | Logo placeholder |
| Email |  |  |
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This is a dividend declaration for (company name) held on (date of meeting) at (venue of meetin). Directors present were: Director name

: Director name

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 amounts shown below.

**The total distribution details are:**

**Dividend**: State total dividend

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

There being no further business, the meeting was adjourned.

Director :

Date:

| shareholder | value | date |
| --- | --- | --- |
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| Total |  |