

Ace Derivatives and Commodity Exchange Limited

CHANGE IN REGISTERED OFFICE ADDRESS

BODY CORPORATE

CHECKLIST

| Sr. No. | Annexure | Particulars | Compliance (Yes / No) |
|---------|----------|--|-----------------------|
| 1. | A1 | Request letter for change in Registered office address | |
| 2. | A2 | Board Resolution for change in Registered office address | |
| 3. | - | Certified copy of Form No. 18 filed with ROC | |
| 4. | - | Certified copy of ROC filing fees receipt | |

Please feel free to call /write to us for queries, if any:

Membership Department
Ace Derivatives and Commodity Exchange Limited
6th Floor- Zone II, Kotak Infinity, Building No. 21,
Infinity IT Park, General A K Vaidya Marg,
Dindoshi, Malad (E), Mumbai – 400 097

E-mail: membership@aceindia.com

**Suggested Format of Board Resolution
(On Company Letter head)**

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF

HELD ON _____ AT THE REGISTERED OFFICE OF THE COMPANY AT _____

RESOLVED THAT the company has decided to change its registered office address. The new registered office address of the company is as under:

City: _____ Pin Code: _____
State: _____.

RESOLVED FURTHER THAT a copy of the above resolution duly certified as true by Designated Director/ authorised signatory of the company be furnished to Ace Derivatives and Commodity Exchange Limited and such other parties as may be required from time to time in connection with the above matter.

Certified true copy

For (name of the Company)

Signature:

Name:

Designation:

Rubber Stamp

Format of Undertaking for change of Address of Corporate

(To be given by the Member on his letterhead and to be signed by the Designated Directors under the rubber stamp of the company)

Date:

To,

Membership Department

Ace Derivatives and Commodity Exchange Limited

6th Floor- Zone II, Kotak Infinity, Building No. 21,

Infinity IT Park, General A K Vaidya Marg,

Dindoshi, Malad (E), Mumbai – 400 097

Dear Sir,

Sub: Change in Address of our firm (Member ID No. _____).

I / We _____ and _____ Designated Directors of _____ (Trade name of the member) hereby inform you that w.e.f. _____ (date), my / our address has changed:

The new address is as under:

City: _____ Pin Code: _____

State: _____.

The contact details of our new office are as follows:

Contact Person: Mr. / Ms. _____

Tel. No. with STD Code: _____

Fax No.: _____

Mobile No.: _____

Email ID: _____

I / We hereby certify that this change in Registered office Address is not accompanied by / associated with a change in constitution / management / control/ ownership of the membership.

I / We hereby confirm that there is no change in Correspondence office address due to change in Registered Office Address.

In case of any query please feel to contact Mr./Ms. _____ on _____ (mobile no./landline no.) and _____ (email id).

Thanking you.

Yours faithfully,

Signature of the Designated Director

Place:

Signature of the Designated Director