HN-TMPL-AGM1: STATUTORY 14-DAY NOTICE & AGENDA BOOKLET TEMPLATE FOR

Authority: Housenex Verified Standard Operating Template

Document Type: Statutory Prescribed Format | Maharashtra Co-operative Societies Act, 1960

1. ANNUAL GENERAL MEETING NOTICE

Notice is hereby given that the Annual General Body Meeting will be held on:

Date: _____ Time: _____ Venue: _____

Minimum 14 clear days notice issued under Section 75 of MCS Act 1960.

2. STATUTORY AGENDA ITEMS

1. Read and confirm minutes of previous General Body Meeting.
2. Adopt audited Balance Sheet and Income & Expenditure Account for FY.
3. Review statutory Audit Report and Form O Rectification Report.
4. Appoint Statutory Auditor from approved government panel for ensuing FY.

Housenex LLP | Thane Headquarters | +91 84548 19180 | housenexs@gmail.com | www.housenexs.com