**CHANGE OF SHARE OWNERSHIP AND DIRECTORS**

**INSTRUCTION**

TO: JAY CHAUHAN

Barrister and Solicitor

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Richmond Hill, Ontario

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Telephone: (905) 771-1235

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Please complete the following as far as you can and send these instructions to us:

1. Company Name and Address

Name of company:

Address:

Telephone number:

Fax number:

2. Share Ownership and Directors

Please show below the names, the number of shares, and positions on the Board of Directors of each of the parties after transfer of shares:

Shareholder | Position as Director | No. of Shares

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3. Consideration on Transfer

What is the dollar amount being paid by the seller of the shares to the purchaser?

Name of Seller of Shares:

Name of Purchaser:

Address of Purchaser:

Number of Shares transferred:

Total amount paid:

4. Effective Date

Date as of which the above changes will become effective.

Date:

5. Authorization

The undersigned hereby authorize you to proceed to make the above changes and prepare all the documents for the effective transfer of the shares and election of the new directors. The purchaser of the shares confirms that no searches are to be made. You will be acting only for the corporation in preparing the documents. We understand that you are acting for the corporation and each party may seek independent counsel if they so wish. We understand that it is our responsibility to have all the parties sign the documents and understand that the resolutions may not be binding unless they are signed. We agree to pay the fees upon completion of the draft documents by you.

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Date

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Client’s Signature

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Position

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Client’s Signature

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Position

Please attach additional pages as necessary.

I understand that this document has been developed for the purpose of organizing the information necessary for my matter. I understand that by filling out this form I have not retained your services. Until I have signed a Retainer Agreement pursuant to the above matter, the Law Office of Jay Chauhan is not obliged to advise or act on my matter. I understand that I can send this document by fax, email or other means but **only** if instructed to do so by your office. I understand that some of the information contained may be confidential, and should I send this to your office without instruction to do so, I cannot hold you liable by any means.