**Dividend Declaration for XYZ Limited**

**Directors Meeting held on:**

**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 amounts shown below.

**The total distribution details are:**

|  |  |
| --- | --- |
| **Net Dividend:** | **£x** |
| **Tax Credit:** | **£y** |
| **Gross Dividend:** | **£z** |

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

There being no further business, the meeting was adjourned.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Director

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Date

**Payment Details**

|  |  |  |
| --- | --- | --- |
| **Payee** | **Value** | **Date** |
| Shareholder | £x |  |