

Instructions

- 1) The Board Resolution shall be on the Letter Head of the Company/Trust
 - 2) A Certified True Copy of the resolution signed/certified by:
 - (a) the Company Secretary of the Company or Trustees of Trust
 - (b) In case company has paid up capital less than 5 crores and does not have a company secretary, a certified true copy of the resolution signed by Managing Director or Director of the Company- shall be sent to Legal Entity Identifier India Ltd.
 - 3) EMAIL ID MENTIONED BELOW SHOULD BE USED FOR THE SUBMISSION OF ONLINE LEI APPLICATION FORM. THIS WILL BE CONSIDERED AS BOARD AUTHORIZED ID. APPLICATIONS RECEIVED FROM EMAIL IDS OTHER THAN MENTIONED BELOW WILL BE TREATED AS UNAUTHORIZED SUBMISSION OF APPLICATIONS AND WILL BE REJECTED BY LEIL.
 - 4) NO CHANGES TO THIS STANDARD FORMAT WILL BE ACCEPTED
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FORMAT OF BOARD RESOLUTION

“**RESOLVED THAT** approval of the Board be and is hereby accorded to the authorized persons as mentioned hereunder to apply for Legal Entity Identifier on behalf of the legal entity.”

“**RESOLVED FURTHER THAT** any one of the following officials of the Company/Trust, be and is hereby authorized to sign all agreements, power of attorney, documents, writings, applications/online applications, indemnities, undertakings, correspondence and such other documents, as may be required from time to time, for the purpose of obtaining Legal Entity

Identifier and to do and perform all such acts, deeds and things and deal with all such matters and take all such steps as may be necessary for the purpose of updating, modifying, renewing, porting or availing any other services with respect to the Legal Entity Identifier”.

Sr. No	Name of Authorized Officials:	Email id for submission of online LEI Form
1	Sameer Jain	sameer@axiz.com
2	Anupam Shah	anupam@axiz.com
3	Amit Gupta	amit@axiz.com

(Following is the sample of POA, assuming that **Mr. Rahul Trivedi** (Managing Director of the company **Wind Chemicals Limited**) who has been authorized by the board to deal with the matters of LEI is delegating the power to **Mr. Kalpesh Doshi, Manager. Hence Mr. Rahul Trivedi will be giving a POA in favor of Mr. Kalpesh Doshi.**

If the official mentioned in the above Board resolution format is applying for LEI and there is no further delegation, then POA is not required.

Instructions for execution of Power of Attorney

Power of Attorney to be executed on Non Judicial Stamp Paper of Rs.500/- . **The execution date of the power of attorney shall be the date of franking of the document /stamp paper or date greater than the franking date/ issue of stamp paper. The validity of the franking/stamp paper is six months from the date of franking/stamp paper.**

1) This Format is for :

- Trusts- Public /Private ,
- Companies – Private Limited Companies, Public Limited Companies, Government Companies, Unlimited Companies, Companies Limited by Guarantee, One Person Company, Insurance Companies, Non-profit Companies, Non –Banking Finance Companies- (Any other Company registered with the Ministry of Corporate affairs and /or established under the Companies Act.
- Special Purpose Vehicle –Trust, Special Purpose Vehicle- Cooperative Societies or Multistate Cooperative Societies, Special Purpose Vehicle –Companies,
- Mutual Funds, Mutual Funds-Schemes/Alternative Investment Fund (AIF)/AIF Schemes
- Banking Companies-Nationalized Banks, Scheduled Urban Cooperative Banks /Private Indian Banks/Other Public Sector Banks/Foreign Banks having Subsidiaries in India.
- Public Financial Institutions
- Cooperative Societies or Multistate Cooperative Societies
- Government Bodies

2) Power of Attorney (POA) is to be submitted to establish that you are authorised by the Entity to make the application, if you are not listed as an authorized signatory in the Board Resolution. POA may be submitted only where there is further delegation of authority which is already given in the Board Resolution (in case of Companies, Trusts, and Society).

- 2) Private Limited Companies shall affix a common seal in the presence of two directors and the two directors shall sign as witnesses.
- 3) Power of Attorney to be executed in exactly the same format as prescribed without any changes whatsoever;
- 4) Power of Attorney to be executed by duly authorised signatory/ies (as applicable) only.
- 5) Power of Attorney to be duly notarised. Notarization date should be same as that of execution date.
- 6) Each page of document should bear round stamp and initials of authorized signatories of your institution who have executed the document. All correction / changes / additions/deletion should be authenticated by the signatories with round stamp.

SAMPLE FORMAT

Power of Attorney to apply for Legal Entity Identifier

To,

Legal Entity Identifier India Ltd.

3rd Floor,

CCIL Bhavan,

S.K Bole Road,

Dadar (West)- 400 028

THIS POWER OF ATTORNEY executed on the **1st** (day) of **January** (month) **2018** (Year)

B Y : **Mr. Rahul Trivedi, Flat No- 403, Shree Tower, Plot No- 21, Sector- 5, Nerul, Navi Mumbai- 400706** [Name/s] & Addresses of the Executant

(Authorised Representatives of the Organisation) **Wind Chemicals Limited** (Name of the Organisation) and having the registered office at **Wind Chemical House, Plot No- 15, Sector-29, Vashi, Navi Mumbai- 400703**

IN FAVOUR OF : **Mr. Kalpesh Doshi, residing at A-501, Greenhill, M.G. Road, Vile Parle (East), Mumbai- 400057** [Name/s] & Addresses of the Attorney

WITNESSES_AS_FOLLOWS:

I. WHEREAS, we as a legal entity is authorized to apply for Legal Entity Identifier (LEI) on Legal Entity Identifier India Limited (herein after referred to as LEIL) web portal which is issuing Legal Entity Identifiers to authorized/eligible legal entities.

II. NOW KNOW ALL MEN BY THESE PRESENTS THAT,

I/we, [Name/s], **Mr. Rahul Trivedi**, above named, being authorized signatories in terms of the Board Resolution of the **Wind Chemicals Limited** (Name of Legal Entity (herein mentioned above) **dated 15.12.2017** (a copy of which is attached herewith), to further delegate our powers as mentioned in the Board Resolution/Resolution of Committee Members (strike out which is not applicable), do hereby nominate, constitute and appoint **Mr. Kalpesh Doshi**, above named, residing at **A-501, Greenhill, M.G. Road, Vile Parle (East), Mumbai- 400057** (address of the attorney) as my/our true and lawful Attorney, in my/our name and on my/our behalf as an authorized signatory of the **Wind Chemicals Limited** (Name of Legal Entity) , to do all or any of the following acts, deeds and things, in regard to the application for LEI Registration with LEIL.

- (a) to create an online account for LEI registration on LEIL website.
- (b) to do all other acts, deeds and things necessary for or incidental to apply for LEI Registration on behalf of the Legal Entity or the renewal of LEI.
- (c) to do all other acts, deeds and things necessary for or incidental for updation or modification of the Legal Entity Information, as and when such information is required to be updated or modified by the legal entity.
- (d) to do all other acts, deeds and things necessary for or incidental for porting of LEI's from one Local Operating Unit to another Local Operating Unit.
- (e) to do any other acts or deeds as may be required in connection with the LEI.

I/We HEREBY AGREE AND UNDERTAKE TO RATIFY AND CONFIRM all acts (acts of commission or omissions) and deeds done by my/our said Attorney may do pursuant to this Power of Attorney.

IN WITNESS WHEREOF, I have executed this POWER OF ATTORNEY in the presence of the NOTARY PUBLIC attesting hereunder.

Witness:

Name: **Mr. Sachin Waghmare**

Address: **Krupa C.H.S., Flat No- 702, Sector- 15, Vashi, Navi Mumbai- 400703**

Witness:

Name: **Mr. Rohit Shukla**

Address: **Saraswati Apartment, 405, Road No- 22, Mulund(E), Mumbai- 400601**

Identified by me

EXECUTANT

Name: **Mr. Rahul Trivedi**

Address: **Flat No- 403, Shree Tower, Plot No- 21, Sector- 5, Nerul, Navi Mumbai- 400706**

Date: 01.01.2018

I ACCEPT:

SPECIMEN SIGNATURE OF MR. KALPESH DOSHI, THE ATTORNEY OF **MR. RAHUL TRIVEDI** (NAME OF THE GRANTOR)

SAMPLE FORMAT

Instructions for execution of Undertaking Cum Indemnity

The execution date of this document shall be the date of franking of the document /stamp paper or date greater than the franking date/ issue of stamp paper. The validity of the franking/stamp paper is six months from the date of franking/ stamp paper.

Commonly made mistake: Generally entities don't follow the above instruction and put the execution date earlier than the franking date/ issue of stamp paper. In such cases, entities have to submit the fresh undertaking again on the fresh stamp paper/franking of Rs 600/- causing the wastage of money and delay in processing the application.

FORMAT OF UNDERTAKING –CUM-INDEMNITY

Undertaking –cum – Indemnity (To be stamped or franked for Rs. 600)

To,
Legal Entity Identifier India Limited.
3rd Floor, CCIL Bhavan,
S. K. Bole Road,
Dadar (West), Mumbai – 400 028

This deed of undertaking cum indemnity made at **Mumbai** by Mr **Sumit Shah** (Authorised Signatory of the Legal Entity), residing at **Flat No- 403, Shree Tower, Plot No- 21, Sector- 5, Nerul, Navi Mumbai- 400706** (Address of the Authorized Signatory) M/s **Wind Chemicals Limited**, (Name of Legal Entity) (hereinafter referred to as the Legal Entity, which expression shall unless repugnant to the context or meaning thereof shall mean and include his or her heirs, executors, administrators and assigns or its successors and assigns) registered under the **Companies Act, 1956/** (statute under which the entity is registered) having its registered office at **Wind Chemical House, Plot No- 15, Sector-29, Vashi, Navi Mumbai- 400703** indemnify in favour of the Legal Entity Identifier India Limited (a company incorporated under the Companies Act, 2013) and having its registered office at CCIL Bhavan, S. K. Bole Road, Dadar (West) – 400028 hereinafter referred to as LEIL (which expression shall unless it be repugnant to the context or meaning thereof mean and include its successors in title) as follows:

WHEREAS, we are a legal entity eligible to apply for a LEI (Legal Entity Identifier) to the LEIL,

We agree and undertake that we have read and understood the LEI Rules of the LEIL available on its website and have accepted them as a binding agreement between us and the LEIL.

In terms of LEI rules of LEIL, we have agreed to submit the following set of documents as applicable to our entity. (Kindly name the documents to submitted along with this Undertaking – cum-Indemnity)

- 1) Certificate of Incorporation
- 2) MCA Master data print out signed by the company secretary/Director
- 3) PAN Allotment letter and PAN card
- 4) Annual Report for 2016-17
- 5) Audited financial statements of Direct and Ultimate parent

We undertake and state, to the best of our knowledge and belief, that the above documents and also the information electronically submitted by us for obtaining the LEI to the LEIL are true and correct.

We consent to the submission and the use of PAN (Permanent Account No.) of the legal entities or authorized signatories of the Legal Entity as approved, for verification by LEIL for issuing, maintaining and renewing LEIs.

We consent to the submission and the use of CIN (Corporate Identity Number)/ LLP No. of our Company/Limited Liability Partnership respectively for verification by LEIL for issuing, maintaining and renewing LEIs and publishing the CIN/LLP No. on its website or the display of CIN/LLP No. on any other websites.

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We also agree and undertake that the Legal Entity shall be held liable for any acts of omission or commission that any of the designated signatories mentioned below, acting in their official capacity or otherwise commit and the Legal Entity cannot absolve itself of any liabilities arising out of such conduct of the officials.

(Name of authorized signatories for LEI)

- 1) Mr. Sumit Shah
- 2) Mr. Varun Dighe
- 3) Ms. Vaishali Tawde

We shall indemnify LEIL and keep it indemnified and save harmless at all times against any and all claims, losses, damages, costs, liabilities and expenses incurred (including third party losses/damages/liabilities/claims), suffered or paid by LEIL or required to be incurred, suffered or paid by LEIL and also against all demands, actions, suits, proceedings made, filed or instituted against LEIL in connection with or arising out of the following:

- (i) Submission of incorrect, false or misleading information electronically over the website of LEIL.
- (ii) Submission of incorrect, false or forged physical documents.
- (iii) LEIL acting on the basis of wrong, incorrect, false information or documents to generate LEI or port LEI, modify, update the LEI, or publish LEI information.
- (iv) The wrong doings of the authorized representatives of the Legal Entity.

Wind Chemicals Limited
(for Name of Legal Entity)

Name of Authorized Signatory: Sumit Shah

Designation: Chief Financial Officer

Signature: _____

Date 01.01.2018

Place: Navi Mumbai

Witness No 1:

Name: Varun Dighe

Address: Sai Krupa C.H.S., Flat No- 702, Sector- 15, Vashi, Navi Mumbai- 400703

Designation: General Manager

Signature:

Date 01.01.2018

Place: Navi Mumbai

Witness No 2:

Name: Rahul Singh

Address: Saraswati Apartment, 405, Road No- 22, Mulund(E), Mumbai- 400601

Designation: Manager

Signature: _____

Date 01.01.2018

Place: Navi Mumbai

SAMPLE FORMAT