

S.P
ASTILBE

Time : 1 ½ hrs.

Marks : 50

Q.1 A) Select the correct answer from the options given below and rewrite the statements : ---- (5)

- 1) _____ is the oldest type of secretary.
(Company Secretary, Personal Secretary, Secretary of Government Department)
- 2) The head of Joint Hindu Family Business is called as _____.
(Proprietor , Director, Karta)
- 3) A Director must have a _____ to be appointed as a Director of a company.
(DIN , PAN , CIN)
- 4) _____ is an invitation to the public to subscribe for the shares of the company.
(Memorandum, Prospectus, Articles of Association)
- 5) Indian Partnership Act was passed in the year _____.
(1923 1956, 1932)

B) Match the pairs : ---- (5)

Group 'A'

Group 'B'

- | | |
|----------------------------|--|
| 1. Public Company | 1) Minimum 5 partners |
| 2. Articles of Association | 2) Rules regarding internal management |
| 3. Scribae | 3) Stock Exchange |
| 4. Shareholders | 4) Managers of Company |
| 5. CIN | 5) Minimum 7 members |
| | 6) Roman Empire |
| | 7) Owners of the company |
| | 8) Promoters |
| | 9) 21 digit alphanumeric code number |
| | 10) One Person Company |

C) Write a word or a term or a phrase which can substitute each of the following statements. :---- (5)

- 1) The Birth Certificate of a Company.
- 2) Document which establishes company 's relationship with outsiders.
- 3) An association formed for the welfare of the society.
- 4) The official signature of Joint Stock Company.
- 5) The members of Joint Hindu Family Business.

Q.2) Write short notes on :---- (Any Four) (20)

- 1) Meaning & features of partnership firm.
- 2) Articles of Association
- 3) Type of company on the basis of number of members.
- 4) Features of Secretary.
- 5) Qualities of a secretary.

Q.3) State whether the following statements are True or False :---- (5)

- 1) The secretary should remain confidential about his organization.
- 2) A joint stock company has long and stable life.
- 3) A company is an artificial person.
- 4) Letter of offer is issued at the time of Rights Issue.
- 5) All companies need Certificate of Incorporation.

Q.4) A) Define Joint Stock Company? Explain in detail the features of Joint Stock Company? (10)

OR

B) What is Memorandum of Association? Explain the clauses of Memorandum of Association?

BEST OF LUCK