**MODEL QUE PAPER**

**C-113 - COMPANY LAW AND SECRETARIAL PRACTICE**

**TIME : 03 HOURS MAX.MARKS : 90**

**GROUP A : Answer any three questions.**

Q.1 Define company secretary. Discuss the duties of a company secretary. What are his liabilities?

Q.2 What is statutory meeting? Discuss the duties of the company secretary in connection with a statutory meeting.

Q.3 What are the different kinds of shares which a company can issue? Point out the relative advantages of each of them.

Q.4 What is winding up of Co’s through creditors winding up? Explain the duties of the secretary with regard to winding-up of Co’s through creditors.

Q.5 What are the debentures? Explain the different kinds of debentures and the methods of redeeming debentures.

**GROUP B : Answer any three questions.**

Q.6 State clearly the steps you would take to obtain the certificate to commencement of business.

Q.7 Distinguish between share certificate and share warrant.

Q.8 State the contents of memorandum of association of a company.

Q.9 How is the membership of a company acquired? In what circumstances does it cease?

Q.10 Distinguish between private company and public company.

**GROUP C : Answer any three questions.**

Q.11 Write a note on Blank Transfer.

Q.12 Distinguish between shares and debentures.

Q.13 What are the basic qualifications of a company secretary?

Q.14 What is ‘Minimum subscription’? What is the object of fixing such an amount?

Q.15 Write a note on ‘Agenda’.

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