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**UTTARAKHAND OPEN UNIVERSITY, HALDWANI (NAINITAL)**

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**Programme Name-BBA-Fourth Semester**

**Programme Code-BBA -12**

**Course Name- Business Laws**

**Course Code-BBA403**

**Maximum Marks-40**

**Session -2014-15,Summer**

**Last Date of Submission: 15 July, 2015**

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**Section-A**

**Section 'A' contains 08 short answer type questions of 5 marks each. Learners are required to answers 4 questions only. Answers of short answer-type questions must be restricted to 250 words approximately.**

**Discuss the following (1-8) –**

1. Essential elements of a valid contract.
2. Quasi Contracts
3. Caveat Emptor
4. Features of a company.
5. Shelf Prospectus
6. Minimum Subscription
7. Bill of Exchange
8. Duties of Directors

**Section-B**

**Section 'B' contains 04 long answer-type questions of 10 marks each. Learners are required to answers 02 questions only.**

1. Describe the various stages of incorporation of a public company limited by shares. What documents are required to be filed for incorporation? Discuss the nature and purpose of such documents.
2. What are the different types of shares which a company can issue?
3. State the different modes by which a company may be dissolved.
4. Write short notes on:
  - i) Notice of a meeting
  - ii) Proxy
  - iii) Voting by poll
  - iv) Resolutions
  - v) Quorum