SEAT NUMBER / DAY -2023 II 28 1100 J-241 (E) SECRETARIAL PRACTICE (52) Time: 3 Hrs. (4 Pages) Max. Marks: 80 Note: (1) All questions are compulsory. Figures to the right indicate full marks for the questions. (2)(3) Figures to the left indicate question numbers. Answer to every question must be started on a new page. (4) Q. 1. (A) Select the correct answer from the options given below and rewrite the sentences: (5) [20] Company has to pay _____ to government. (a) taxes (b) dividend (c) interest (2)shares are issued free of cost to existing equity shareholders. (a) Equity (b) Right (c) Bonus (3)is a proof of title of shares. (a) Register of member (b) Share certificate (c) Letter of Allotment Debenture Capital is a _____ capital of a company. (b) permanent (a) owned (c) borrowed Dividend is paid first to shareholders. (a) equity (b) preference (c) deferred

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