

N. B.: GST @ 18% is payable on the total fee
(including restoration fee) received from 01-10-2017

Please use **BLACK BALL PEN** &
Fill up the form only in **CAPITAL LETTERS**.
Kindly ensure no discontinuation in the formation
of **LETTERS** while writing in **BALL PEN**.

**PLEASE SPEND FEW MINUTES OF YOUR VALUABLE TIME AND READ
THE FOLLOWING INSTRUCTIONS CAREFULLY TO AVOID ANY
FURTHER CORRESPONDENCE.**

CHECKLIST – FORM 2

- Fill up all columns and affix your signature at the appropriate place of the Form.
- Write your name as given in the Graduation Certificate and in case you are not a graduate, write your name as given in the High School / Sr. Secondary certificate.
- Write your father's name as given in graduation Certificate and in case you are not a graduate, as per Sr. Secondary / High School Certificate.
- In case of change in name due to marriage, please attach a certified copy of Marriage Certificate / Invitation Card / Affidavit duly sworn in before the First Class Magistrate / Notary Public.
- In case of change in name for other reasons, please submit a copy of Gazette affecting the change / clipping of the Leading News Paper.
- If you are a foreign citizen, please indicate the Indian address at the relevant column. This is required as per Regulation 187 of C. A. Regulations, 1988 and Section 21 of C.A. Act, 1949.
- If you had pursued additional courses / engaged as a Director / Sleeping partner in a family concern without prior permission, please submit an application in form 112 with supportive documents and request for condonation with applicable condonation fee.

Please enclose the certified true copies of the following certificates/documents :

- High School / Sr. Secondary certificate in proof of date of birth.
- Articled / Audit training completion certificate.
- General Management and Communication Skill Course (GMCS) certificate as issued by the Regional Office / Branch Office.
- Final both groups pass Mark sheet.
- Other qualifications which you have added during / after the training