

SEC 266A,B,C,D,E,F,G,

DIRECTOR IDENTIFICATION NUMBER (DIN)

Every Individual,
existing/intending to be
appointed as a director of a
company

Make an application
(electronically) to CG
in DIN-I form

Upon application provision DIN
will be allotted (which will
holds good for 60 days) from
the date of its generation.

Physical form to be filed
within 60days of
provisional DIN
allotment*

DIN so allotted is
valid for life time**

Every company to furnish details of DIN
to ROC (within One week of receipt of
intimation from Director) in electronic
form duly certified by a CS (full time
practice or full time employment).

Any change in the particulars given in DIN 1
will have to be intimated in physical form within
30days of such change in form no. DIN 4
(No fees for this)

***1. Procedure for physical application:** Take a print of DIN 1 filled form affix photograph, enclose true copies of proof of identity and of residence and physically sign the form and send by post or courier to MCA DIN Cell, A-14 Sector -I, PDIL Bhawan, Noida, U.P.

2. Photograph, identity proof and residence proof to be certified by a. Gazetted officer, b. Notary public, c. CA/CWA, CS in full time employment of the company.

**** Application fee
Rs.100.**