

Forms Companies Act

Source MCA Website

Approval Services (Headquarters)

Description	e-Form with Instruction kit	e-Form
Form of application to the Central Government for appointment of cost auditor	Form 23C	Form 23C
Form for filing application or documents with Central Government	Form CG-1	Form CG-1

Approval Services (Regional Director)

Description	e-Form with Instruction kit	e-Form
Application to Regional director for conversion of section 8 company into company of any other kind	Form INC-18	Form INC-18
Application to Regional Director for approval to shift the Registered Office from one state to another state or from jurisdiction of one Registrar to another Registrar within the same State	Form INC-23	Form INC-23
Memorandum of Appeal	Form ADJ	Form ADJ
Form for filing Application to Central Government (Regional Director)	Form RD-2	Form RD-2
Applications made to Regional Director	Form RD-1	Form RD-1

Approval Services (Registrar of Companies)

Description	e-Form with Instruction kit	e-Form
One Person Company- Application for Conversion	Form INC-6	Form INC-6
Application for approval of Central Government for change of name	Form INC-24	Form INC-24

Application to Registrar for obtaining the status of dormant company	Form MSC-1	Form MSC-1
Application for seeking status of active company	Form MSC-4	Form MSC-4
Application for striking off the name of company under the Fast Track Exit(FTE) Mode	Form FTE	Form FTE
Applications made to Registrar of Companies	Form GNL-1	Form GNL-1

Change Services

Description	e-Form with Instruction kit	e-Form
Application for reservation of name	Form INC-1	Form INC-1
One Person Company- Nominee consent form	Form INC-3	Form INC-3
One Person Company- Change in Member/Nominee	Form INC-4	Form INC-4
Notice of situation or change of situation of registered office	Form INC-22	Form INC-22
Conversion of public company into private company or private company into public company	Form INC-27	Form INC-27
Notice to Registrar of any alteration of share capital	Form SH-7	Form SH-7
Particulars of appointment of Directors and the key managerial personnel and the changes among them	Form DIR-12	Form DIR-12
Return of alteration in the documents filed for registration by foreign company	Form FC-2	Form FC-2
Annual accounts along with the list of all principal places of business in India established by foreign company	Form FC-3	Form FC-3

Charge Management

Description	e-Form with Instruction kit	e-Form
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Application for registration of creation, modification of charge (other than those related to debentures)	Form CHG-1	Form CHG-1
Particulars for satisfaction of charge thereof	Form CHG-4	Form CHG-4
Notice of appointment or cessation of receiver or manager	Form CHG-6	Form CHG-6
Application for registration of creation or modification of charge for debentures or rectification of particulars filed in respect of creation or modification of charge for debentures	Form CHG-9	Form CHG-9

DIN Forms

Description	e-Form with Instruction kit	e-Form
Application for allotment of Director Identification Number	Form DIR-3	Form DIR-3
Intimation of change in particulars of Director to be given to the Central Government	Form DIR-6	Form DIR-6

Incorporation services

Description	e-Form with Instruction kit	e-Form
Application for reservation of name	Form INC-1	Form INC-1
One Person Company- Application for Incorporation	Form INC-2	Form INC-2
One Person Company- Nominee consent form	Form INC-3	Form INC-3
Application for Incorporation of Company (Other than OPC)	Form INC-7	Form INC-7
Notice of situation or change of situation of registered office	Form INC-22	Form INC-22
Particulars of appointment of Directors and the key managerial personnel and the changes among them	Form DIR-12	Form DIR-12
Application by a company for registration under section 366	Form URC-1	Form URC-1
Information to be filed by foreign company	Form FC-1	Form FC-1

Compliance Related Filing

Description	e-Form with Instruction kit	e-Form
One Person Company- Intimation of exceeding threshold	Form INC-5	Form INC-5
Declaration prior to the commencement of business or exercising borrowing powers	Form INC-21	Form INC-21
Return of allotment	Form PAS-3	Form PAS-3
letter of offer	Form SH-8	Form SH-8
Return in respect of buy-back of securities	Form SH-11	Form SH-11
Filing of Resolutions and agreements to the Registrar	Form MGT-14	Form MGT-14
Notice of resignation of a director to the Registrar	Form DIR-11	Form DIR-11
Annual Return of a Foreign company	Form FC-4	Form FC-4
Return of dormant companies	Form MSC-3	Form MSC-3
Statement of unclaimed and unpaid amounts	Form 5INV	Form 5INV
Form for Information by Cost Auditor to Central Government	Form 23D	Form 23D
Persons not holding beneficial interest in shares	Form MGT-6	Form MGT-6
Buy Back Rules	Form SH-11	Form SH-11
Letter of Offer	Form SH-8	Form SH-8
Statutory Report	Form 22	Form 22
RoC Document- ScheduleIV, ScheduleII, MoA and AoA	Form GNL-2	Form GNL-2
Statutory Report	Form 22	Form 22
Form for filing XBRL document in respect of cost audit report and other documents with the Central Government	Form I-XBRL	Form I-XBRL
Form for filing XBRL document in respect of compliance report and other documents with the Central Government	Form A-XBRL	Form A-XBRL

Informational Services

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Description	e-Form with Instruction kit	e-Form
Intimation to Registrar of revocation/surrender of license issued under section 8	Form INC-20	Form INC-20
Notice of Order of the Court or any other competent authority	Form INC-28	Form INC-28
Information to be furnished in relation to any offer of a scheme or contract involving the transfer of shares or any class of shares in the transferor company to the transferee company	Form 35A	Form 35A

Investor Services

Description	e-Form with Instruction kit	e-Form
Form for filing complaint(s) against the company	Investor Complaint Form	Investor Complaint Form

Provisions related to Managerial personnel

Description	e-Form with Instruction kit	e-Form
Form of application to the Central Government for approval of appointment or reappointment and remuneration or increase in remuneration or waiver for excess or over payment to managing director or whole time director or manager and commission or remuneration to directors	Form MR-2	Form MR-2
Return of appointment of MD/WTM/Manager	Form MR-1	Form MR-1

Annual filing eForms

Description	e-Form with Instruction kit	e-Form
Form for filing annual return by a company having a share capital with the Registrar	Form 20B	Form 20B

Particulars of annual return for the company not having share capital	Form 21A	Form 21A
Form for filing balance sheet and other documents with the Registrar	Form 23AC	Form 23AC
Form for filing Profit and Loss account and other documents with the Registrar	Form 23ACA	Form 23ACA
Form for submission of compliance certificate with the Registrar	Form 66	Form 66

Annual filling-XBRL-eForms

Description	e-Form with Instruction kit	e-Form
Form for filing XBRL document in respect of balance sheet and other documents with the Registrar	Form 23AC-XBRL	Form 23AC-XBRL
Form for filing XBRL document in respect of Profit and Loss account and other documents with the Registrar	Form 23ACA-XBRL	Form 23ACA-XBRL

Form 67 (Addendum)

Description	e-Form with Instruction kit	e-Form
Form for filing addendum for rectification of defects or incompleteness	Form 67 (Add.)	Form 67(Add.)

Refund eForm

Description	e-Form with Instruction kit	e-Form
Application for requesting refund of fees paid Click here to view Approved Refund Process	Refund Form	Refund Form

Limited liability partnership (LLP) forms

Description	e-Form with Instruction kit	e-Form
Form for intimating to Registrar of Companies of conversion of the company into limited liability partnership (LLP). .	Form 14	Form 14

Bank Account eForm

Description	e-Form with Instruction kit	e-Form
Application for simplifying bank account opening process as user shall not be required to submit any physical application form.	Form BankACC	Form BankACC

Attachments

Description	Attachment
Notice of appointment of auditor by the company	Form ADT-1
Application for removal of auditor(s) from his/their office before expiry of term	Form ADT-2
Notice of Resignation by the Auditor	Form ADT-3
Application to Central Government for extension of time for filing particulars of registration of creation / modification / satisfaction of charge OR for rectification of omission or misstatement of any particular in respect of creation/ modification/ satisfaction of charge	Form CHG-8
Application for surrender of Director Identification Number	Form DIR-5
Form of application for removal of disqualification of directors	Form DIR-10
Circular or circular in the form of advertisement inviting deposits	Form DPT-1
Return of deposits	Form DPT-3
Statement regarding deposits existing on the commencement of the Act	Form DPT-4
Application for grant of License under section 8	Form INC-12
Notice of situation or change of situation or discontinuation of situation, of place where foreign register shall be kept	Form MGT.3
Return of Statutory Compliances	Form NDH-

Description	Attachment
Application for extension of Time	1 Form NDH-2
Half Yearly Return	Form NDH-3
Information Memorandum	Form PAS-2
Private Placement Offer Letter	Form PAS-4
Declaration of Solvency	Form SH-9