

Statutory Registers and Records (Companies Act, 2013)

S. No.	Section	Rule	Particulars	Form
1.	Section 46(3)	Rule 6(3) of Companies(Share Capital and Debentures) Rules, 2014	Register of renewed and duplicate share certificates	SH.2
2.	Section 54	Rule 8(14) of Companies(Share Capital and Debentures) Rules, 2014	Register of Sweat equity shares	SH.3
3.	Section 62(1)(b)	Rule 12(10) of Companies(Share Capital and Debentures) Rules, 2014	Register of Employee Stock Options	SH.6
4.	Section 68(9)	Rule 17(12) of Companies(Share Capital and Debentures) Rules, 2014	Register of Shares or other securities bought back	SH.10
5.	-	Rule 14(1) of Companies (Acceptance of Deposits) Rules, 2014	Register of Deposits	-
6.	Section 85	Rule 10(1) of Companies (Registration of Charges) Rules, 2014	Register of Charges	CHG.7
7.	Section 88(1)(a)	Rule 3 of Companies (Management and Administration) Rules, 2014	Register of Members	MGT.1
8.	Section 88(1)(b)	Rule 4 of Companies (Management and Administration) Rules, 2014	Register of Debenture-holders	MGT.2
9.	Section 88(1)(c)	Rule 4 of Companies (Management and Administration) Rules, 2014	Register of other Security-holders	MGT.2
10.	-	Rule 21(1)(a) of Companies (Management and Administration) Rules, 2014	Attendance register of members & register of proxies	-
11.	Section 170	Rule 17(1) & (2) of Companies (Appointment & Qualification of Directors) Rules, 2014	Registers of Directors & KMPs and details of securities held by them	-
12.	Section 186(9)	Rule 12 of Companies (Meetings of Board and its powers) Rules, 2014	Register of loan, guarantee, security and acquisition made by the Company	MBP.2
13.	Section 187(3)	Rule 14 of Companies (Meetings of Board and its powers) Rules, 2014	Register of Investments not held in its own name by the Company	MBP.3

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14.	Section 189	Rule 16 of Companies (Meetings of Board and its powers) Rules, 2014	Register of contracts or arrangements in which directors are interested	-
15.	Section 92	Rule 11 of Companies (Management and Administration) Rules, 2014	Annual Return	MGT.7
16.	Section 128	-	Books of Accounts	-
17.	Section 118	Rule 25 of Companies (Management and Administration) Rules, 2014	Minutes Books of General Meeting, Board Meeting and other meetings and Resolutions passed by the Postal Ballot	-