



9994485902



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CS VIGNESH

Practicing Company
Secretary
Chennai

Annual Compliances (FY
2018-2019) for Private
Companies under
Companies Act, 2013

S.No	Name of the Form	Purpose of the Form	Due Date of Filing	Effect of Non-Filing	Penalty for Late Filing
1	INC-22A	Identification of registered office and Tagging of annul filings filed.	25 th April	The company status will change to “Active-non-compliant. The company will not allow to file the returns relates to change in capital, directors, registered office etc.	INR 10,000/-
2	DIR-3 KYC	KYC verification of Directors DIN	30 th April	Director DIN will be deactivated. It restricts the Director from filing any forms with MCA.	INR 5,000/-
3	MSME Form I (One Time Return)	Outstanding dues over to Micro or Small enterprises by the Company	Not notified	Minimum penalty for Company is INR 25,000/- and for each Director is INR 25,000/- or imprisonment which may extends to 6 months. Maximum penalty for Company is INR 25,000/- and for each Director is INR 3,00,000/-.	Not Specified

4	MSME Form I (First Half-Year i.e. April to September)	Outstanding dues over to Micro or Small enterprises by the Company	31 st October	Minimum penalty for Company is INR 25,000/- and for each Director is INR 25,000/- or imprisonment which may extends to 6 months. Maximum penalty for Company is INR 25,000/- and for each Director is INR 3,00,000/-.	Not Specified
5	MSME Form I (Second Half-Year i.e. October to March)	Outstanding dues over to Micro or Small enterprises by the Company	30 th April	Minimum penalty for Company is INR 25,000/- and for each Director is INR 25,000/- or imprisonment which may extends to 6 months. Maximum penalty for Company is INR 25,000/- and for each Director is INR 3,00,000/-.	Not Specified
6	DPT-3 (One Time Return)	Return of Deposits	22 nd April	The company and every officer of the company is liable for the penalty which may extends to INR 5,000/- and if the contravention is a continuing one fine is INR 500/- per day.	Maximum 12 times of Normal Fees
7	DPT-3	Return of Deposits	30 th June	The company and every officer of the company is liable for the penalty which may extends to INR 5,000/- and if the contravention is a continuing one fine is INR 500/- per day.	Maximum 12 times of Normal Fees

8	ADT-1	Appointment of Auditor	15 days from the date of Annual General Meeting	The Company will restrict to file Form INC-22A The company and every officer of the company It attracts penalties	Maximum 12 times of Normal Fees
9	AOC-4	Filing of Financial Statements	30 days from the date of Annual General Meeting	The Company will restrict to file Form INC-22A The company and every officer of the company It attracts penalties	Per day INR 100/-
10	MGT-7	Filing of Annual Return	60 days from the date of Annual General Meeting	The Company will restrict to file Form INC-22A The company and every officer of the company It attracts penalties	Per day INR 100/-



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