

Companies Act, 2013 - Forms List

Form No.	Description
INC 1	Application for reservation of name
INC 3	Consent of Nominee as regards OPC
INC 4	Change of nominee as regards OPC
INC 5	Intimation by OPC for exceeding prescribed threshold more than Rs 50 lakh of share capital or Rs 2 Cr. of turnover i.e <i>Compulsary Conversion of OPC in Pvt. Co.</i>
INC 6	Conversion of Pvt. Co into an OPC or viceversa
INC 8	Declaration by an Advocate, CA, CMA or CS in practice that all requirements of the Co. act and rules pertaining to incorporation have been complied with
INC 9	Declaration by each of the subscribers of MOA and each of the first directors named in AOA that he has not been convicted of any offence for the preceding 5 years and that all the documents filed with the Registrar are true and accurate.
INC 11	Certificate of Incorporation
INC-12	Application for grant of license for incorporation of Sec 8 Co.
INC 13	Memorandum of Association
INC 14	Declaration by an Advocate, a CA, CMA or CS in practice, that AOA have been drawn up in conformity with the provisions of Section 8 and rules made thereunder.
INC 15	Declaration by each of the persons making the application (Section 8 Co.)
INC 16/17	Licence issued under Section 8
INC 18	Application to Regional Director for conversion of Sec 8 company to other Co.
INC 19	Notice to Regional Director for companies converting from Section 8 to any other kind and inviting objections (if any).
INC 20	Intimation to the Registrar for revocation or surrender of a licence issued u/s 8
INC 20A	Declaration given by the director for the commencement of business of Co.
INC 22	Notice for change of situation of the registered office and its verification
INC 23	Application to the Regional Director for shifting of registered office from the jurisdiction of one RoC to another within the same state or from one state to another state
INC 24	Application to the CG for approval for change in the name of the company
INC 25	A new certificate of incorporation subsequent to change in name
INC 25A	Advertisement in a newspaper for conversion of public company to Pvt. Co
INC 26	Advertisement to be published in newspaper for change in the registered office from one State Government or Union territory to another
INC 27	Transformation of a public company into a private company and vice versa, including company limited by guarantee to a company limited by shares
INC 28	Notice of the order of the court/any other competent authority

PAS 1	Advertisement about notice of special resolution for varying terms of contracts referred to in the Prospectus or Objects for which Prospectus was issued
PAS 2	Information Memorandum
PAS 3	Return of allotment of securities
PAS 4	Private placement offer cum application letter
PAS 5	Record of Private placement offers
SH 1	Certificate of shares
SH 2	Register of renewed and duplicate share certificates
SH 3	Register of sweat equity shares
SH 4	Form for transfer of security held in physical form
SH 5	Notice by the Co. to the transferor and transferee in case of partly paid-up shares
SH 6	Register of employee stock options
SH 7	Notice to Registrar for the alteration of share capital
SH 8	Letter of offer to be filed with the Registrar of Companies in relation to buyback of shares or other securities
SH 9	Solvency declaration to be filed with the Registrar and additionally with the SEBI in case of listed companies in relation to buyback of shares or other securities
SH 10	Register of shares or other securities bought back
SH 11	Return on completion of the buyback of shares or other securities
SH 12	Debenture trust deed
SH 13	Nomination by securities holders
SH 14	Notice to the company of cancellation or variation of nomination
SH 15	Certificate of compliance in respect of buyback of securities by two directors
DPT 1	Circular or advertisement in a newspaper inviting deposits
DPT 2	Deposit trust deed
DPT 3	Return of deposits
DPT 4	Statement on existing deposits as on the date of commencement of the companies act
CHG 1	Application to register the creation or modification of charge (other than debentures)
CHG 2	Certificate of registration of charge
CHG 3	Certificate of modification of charge
CHG 4	Intimation to the Registrar regarding particulars for the satisfaction of charge
CHG 5	Certificate of registration of satisfaction of the charge

CHG 6	Notice of appointment or cessation of a receiver or a manager
CHG 7	Register of charges created, modified and satisfaction by the company
CHG 8	Application to CG requesting an extension of time to file details of registration of creation or modification or satisfaction of charge as well as rectification any omission or misstatement of any details
CHG 9	Application for registering the creation or modification of charge for debentures including its rectification
MGT 1	Register of members of the company
MGT 2	Register of Debenture Holders or Any Other Security Holders
MGT 3	Notice or the change in the situation or discontinuation of a location where a foreign register is kept
MGT 6	Declaration by persons holding beneficial interest in shares
MGT 7	Annual return form to be filed by a company
MGT 8	Certification by a practising CSof the annual return filed by a listed company or a company comprising paid-up share capital of Rs 10 crore and above or turnover of 50 crore and above
MGT 9	Extract of the annual return
MGT 11	Appointment of proxy for a meeting
MGT 12	Polling paper in the meeting
MGT 13	Scrutinizer's report to the Chairman pertaining to the poll of the meeting
MGT 14	Filing of company resolutions and agreements with the Registrar
MGT 15	Form for filing report on the Annual General meeting
DIR 2	Consent given by a person to act as the director of the company
DIR 3	Application for allotment of Director Identification Number (DIN) before being appointed in an existing company
DIR 3	Application for filing KYC of the director
DIR 3C	Intimation by the company to the Registrar on the Director Identification Number
DIR 3A	Declaration given by a person applying as director, if he does not have the last name and uses a single name
DIR 3B	Intimation of DIN to the company/companies in which the person is a director