

List of Forms Prescribed under the Companies Act, 2013

(Last Updated on 29th June 2020)

Form Number	Description	Type of Forms
INC 1	Application for reservation of name	e-Form
INC 3	Consent of Nominee as regards One Person Company	e-Form
INC 4	Change of nominee as regards One Person Company	e-Form
INC 5	Intimation by One Person Company for exceeding prescribed threshold more than Rs 50 lakh of share capital or Rs 2 crore of turnover	e-Form
INC 6	Conversion of private limited company into an OPC or vice versa	e-Form
INC 8	Declaration by an Advocate, Chartered Accountant, Cost Accountant or Company Secretary in practice that all requirements of the companies act and rules pertaining to incorporation have been complied with	Physical
INC 9	Declaration by each of the subscribers to the memorandum and each of the first directors named in the articles 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.	Physical
INC 11	Certificate of Incorporation	Physical
INC-11A	Certificate of Incorporation on conversion from unlimited company to limited company	Physical
INC-11B	Certificate of Incorporation on conversion from a company limited by guarantee to a company limited by shares	Physical
INC 13	Memorandum of Association	Physical
INC 14	Declaration by an Advocate, a Chartered Accountant, Cost Accountant or Company Secretary in practice, that the	Physical

	articles of association have been drawn up in conformity with the provisions of Section 8 and rules made thereunder and that all the requirements concerning the Act and the rules made thereunder in relation to registration of the company under Section 8 and matters incidental or supplemental thereto have been complied with.	
INC 15	Declaration by each of the persons making the application(Section 8 companies)	Physical
INC 16/17	Licence issued under Section 8	Physical
INC 18	Application to Regional Director for the conversion of Section 8 company to any other kind of company	e-Form
INC 19	Notice to Regional Director for companies converting from Section 8 to any other kind and inviting objections (if any).	Physical
INC 20	Intimation to the Registrar for revocation or surrender of a licence issued under Section 8	e-Form
INC 20A	Declaration given by the director for the commencement of business for a company	e-Form
INC 22	Notice for change of situation of the registered office of the company and its verification	e-Form
INC 22 A	Active Company Tagging Identities and Verification(ACTIVE)	e-Form
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	e-Form
INC 24	Application to the Central Government for approval for change in the name of the company	e-Form
INC 25	A new certificate of incorporation subsequent to change in name	Physical
INC 25A	Advertisement to be published in a newspaper when a public company is converted into a private company	Physical
INC 26	Advertisement to be published in newspaper for change in the registered office from one State Government or Union territory to another	Physical

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	e-Form
INC 28	Notice of the order of the court/any other competent authority	e-Form
INC 32	Simplified Proforma for Incorporating Company electronically (SPICe)	e-Form
INC 33	e-Memorandum of association	e-Form
INC 34	e-Articles of association	e-Form
INC 35	Application for Goods and services tax Identification number, employees state Insurance corporation registration plus Employees provident fund organisation registration (AGILE-PRO)	e-Form
PAS 1	Advertisement providing details of notice of special resolution for varying terms of contracts referred to in the Prospectus or Objects for which Prospectus was issued	Physical
PAS 2	Information Memorandum	e-Form
PAS 3	Return of allotment of securities	e-Form
PAS 4	Private placement offer cum application letter	Physical
PAS 5	Record of Private placement offers	Physical
RD 1	Application to the regional director for change in a financial year or the conversion of a public company into a private company	e-Form
RD GNL 5	Form for rectification of mistakes pertaining to change in a financial year or for the conversion of a public company into a private company	e-Form
CRL 1	Return on the number of layers of subsidiary held by a holding company	e-Form
SH 1	Certificate of shares	Physical
SH 2	Register of renewed and duplicate share certificates	Physical

SH 3	Register of sweat equity shares	Physical
SH 4	Form for transfer of security held in physical form	Physical
SH 5	Notice by the company to the transferor and transferee in case of partly paid-up shares	Physical
SH 6	Register of employee stock options	Physical
SH 7	Notice to Registrar for the alteration of share capital	e-Form
SH 8	Letter of offer to be filed with the Registrar of Companies (RoC) in relation to buyback of shares or other securities	e-Form
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	Physical
SH 10	Register of shares or other securities bought back	Physical
SH 11	Return on completion of the buyback of shares or other securities	e-Form
SH 12	Debenture trust deed	Physical
SH 13	Nomination by securities holders	Physical
SH 14	Notice to the company of cancellation or variation of nomination	Physical
SH 15	Certificate of compliance in respect of buyback of securities by two directors	Physical
DPT 1	Circular or advertisement in a newspaper inviting deposits	Physical
DPT 2	Deposit trust deed	Physical
DPT 3	Return of deposits	e-Form
DPT 4	Statement on existing deposits as on the date of commencement of the companies act	Physical
CHG 1	Application to register the creation or modification of charge (other than debentures)	e-Form
CHG 2	Certificate of registration of charge	Physical

CHG 3	Certificate of modification of charge	Physical
CHG 4	Intimation to the Registrar regarding particulars for the satisfaction of charge	e-Form
CHG 5	Certificate of registration of satisfaction of the charge	Physical
CHG 6	notice of appointment or cessation of a receiver or a manager	e-Form
CHG 7	Register of charges created, modified and satisfaction by the company	Physical
CHG 8	Application to Central Government 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	e-Form
CHG 9	Application for registering the creation or modification of charge for debentures including its rectification	e-Form
MGT 1	Register of members of the company	Physical
MGT 2	Register of Debenture Holders or Any Other Security Holders	Physical
MGT 3	Notice or the change in the situation or discontinuation of a location where a foreign register is kept	Physical
MGT 6	Declaration by persons holding beneficial interest in shares	Physical
MGT 7	Annual return form to be filed by a company	e-Form
MGT 8	Certification by a practising Company Secretary of 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	Physical
MGT 9	Extract of the annual return	Physical
MGT 11	Appointment of proxy for a meeting	Physical
MGT 12	Polling paper in the meeting	Physical
MGT 13	Scrutinizer's report to the Chairman pertaining to the poll of the meeting	Physical
MGT 14	Filing of company resolutions and agreements with the	e-Form

	Registrar	
MGT 15	Form for filing report on the Annual General meeting	Physical
BEN 1	Declaration by the significant beneficial owner in case of an individual	Physical
BEN 2	Return of significant beneficial owners in shares	e-Form
BEN 3	Register of significant beneficial owners to be maintained by the company	Physical
BEN 4	Notice issued by a company to a person believed to be a significant beneficial owner of the company	Physical
IEPF 1	Statement of credits made to the Investor Education and Protection Fund (IEPF)	e-Form
IEPF 1A	Statement of credits made to the Investor Education and Protection Fund to be furnished by the companies which have transferred the amount under Companies Act 1956	e-Form
IEPF 2	Statement of investor-wise details of unclaimed and unpaid dividend/debenture/deposit amount	e-Form to be filed on IEPF portal
IEPF-3	Statement of shares and unpaid or unclaimed dividend not transferred to the Investor Education and Protection Fund	e-Form
IEPF 4	Statement of shares transferred to the Investor Education and Protection Fund	e-Form
IEPF 5	Application made to the authority for claiming unpaid amounts and shares out of the Investor Education and Protection Fund by the claimant	e-Form
AOC 1	Statement containing salient features of financial statements of subsidiaries/ associates/joint ventures	Physical
AOC 2	Details containing contracts or arrangements entered into with related parties	Physical
AOC 3	Statement containing salient features of the audited financial statements	Physical

AOC 3A	Detailed statement on the financial statements to be filed by companies complying with the Companies (Indian Accounting Standards) Rules 2015	
AOC 4	Form to file a financial statement and other documents of the company with the Registrar	e-Form
AOC 4 (XBRL)	XBRL document in respect of financial statement and other documents to be filed with the Registrar	e-Form
AOC 4 CFS	Form to file consolidated financial statements and other documents with the Registrar	e-Form
AOC 4 NBFC	Form for NBFCs to file financial statement and other documents with the Registrar	e-Form
AOC 5	Notice to declare the address of the location in which the books of accounts are maintained	e-Form
NFRA 1	Notice by the company to the National Financial Reporting Authority (NFRA) regarding its auditor	e-Form
NFRA 2	Annual return filed by the auditor with the National Financial Reporting Authority (NFRA)	e-Form
ADT 1	Form to inform the Registrar regarding the appointment of auditor by the company	e-Form
ADT 2	Application for removing the auditor before the expiry of their term by the company	e-Form
ADT 3	Notice of resignation of auditor	e-Form
ADT 4	Form to report any suspected fraud by the auditor to the Central Government	Physical
CRA 1	Maintenance of cost records by certain companies	Physical
CRA 2	Form for intimation of appointment of cost auditor by the company to Central Government	e-Form
CRA 3	Format of the cost audit report	Physical
CRA 4	Form for filing cost audit report with the Central Government	e-Form
DIR 2	Consent given by a person to act as the director of the	Physical

	company	
DIR 3	Application for allotment of Director Identification Number (DIN) before being appointed in an existing company	e-Form
DIR 3 KYC	Application for filing KYC of the director	e-Form
DIR 3C	Intimation by the company to the Registrar on the Director Identification Number	e-Form
DIR 3A	Declaration given by a person applying as director, if he does not have the last name and uses a single name	Physical
DIR 3B	Intimation of DIN to the company/companies in which the person is a director	Physical
DIR 5	Application for surrender of DIN	Physical
DIR 6	Intimation of changes in particulars specified in DIN application	e-Form
DIR-8	Intimation by a director to a company about his/her disqualification	Physical
DIR 9	Disqualification of directors to be intimated to the Registrar by the company	Physical
DIR 10	Application for removal of disqualified directors	Physical
DIR 11	Notice of resignation by a director to the Registrar	e-Form
DIR 12	Particulars of Directors and the key managerial personnel appointed and any changes	e-Form
MBP 1	Disclosures by a director of his interest or concern in any other companies	Physical
MBP 2	Register of loans, security, guarantee, and acquisition made by the company	Physical
MBP 3	Register of investments that are not held in its own name by a company	Physical
MBP 4	Register of contracts or arrangements with a related party or in which directors are interested	Physical

MR 1	Return for the appointment of a Whole Time Director, Managing Director or Manager	e-Form
MR 2	Form for application to the Central Government for approval of appointment/reappointment/remuneration of Managing Director, Whole Time Director or Manager	e-Form
MR 3	Format of the Secretarial Audit Report	Physical
NCLT 1	Filing of Application /Reply/Rejoinder/Interlocutory Application or submission of additional documents under directions of the NCLT Bench	Physical
NCLT 2	Notice of admission	Physical
NCLT 3	Notice of motion	Physical
NCLT 3B	Individual notice of petition/ application to creditors, members, etc.	Physical
NCLT 4	General headings for all proceedings	Physical
NCLT 5	Notice to be issued to the opposite party	Physical
NCLT 6	General affidavit verifying the petition	Physical
NCLT 7	The affidavit filed before the tribunal by way of evidence	Physical
NCLT 8	Application for the execution of order with reference to Decree	Physical
NCLT 9	General Form for Appeal for all purposes if no specific form is prescribed	Physical
NCLT 10	Application for the intern registration for an authorised representative	Physical
NCLT 11	Application by debenture holder, depositor or debenture trustee	Physical
NCLT 12	Memorandum of appearance	Physical
NCLT 13	Public notice issued by the Tribunal under Section 245	Physical

NCLT 14	Affidavits by illiterate/visually challenged persons before NCLT	Physical
NCLT 15	A summons to produce documents in the custody of a public officer other than a court before the NCLT	Physical
NCLT 16	Deposition of witness	Physical
NCLT 17	Discharge certificate by NCLT	Physical
NCLT 18	Register of appeals/petitions	Physical
NCLAT 3	Application for granting permission to inspect records	Physical
NCLAT 5	Affidavits of illiterate/visually challenged persons before the NCLAT	Physical
NCLAT 6	Suo moto summoning of documents by Appellate Tribunal	Physical
NCLAT 7	Recording of deposition by NCLAT	Physical
NCLAT 8	Discharge certificate by NCLAT	Physical
NCLAT 9	Register of special leave petitions/appeal	Physical
CAA 1	Creditors responsibility statement pertaining to Section 230-Power to compromise or make arrangements with creditors and members	Physical
CAA 2	Notice of meeting of any class or classes of the meeting of the creditors or members	Physical
CAA 3	Notice to statutory authorities	Physical
CAA 4	Report of the result of the creditors' meeting by Chairperson in case of a scheme of compromise or arrangement	Physical
CAA 5	Petition for confirming compromise or arrangement to the tribunal	Physical
CAA 6	Order on petition	Physical
CAA 7	Order under Section 232-Merger or amalgamation of certain companies	Physical
CAA 8	Statement of compliance in mergers and amalgamations filed with RoC	Physical

CAA 9	Notice of the scheme of merger or amalgamation inviting objections or suggestions	Physical
CAA 10	Solvency Declaration	Physical
CAA 11	Approval Notice for a scheme of merger	Physical
CAA 12	Order of confirmation of the scheme of merger or amalgamation	Physical
CAA 13	Application to be filed by the Central Government to the tribunal in case of objections/suggestions have been received from ROC or official liquidator	Physical
CAA 14	Notice to dissenting shareholders	Physical
CAA 15	Information provided along with circular containing scheme of amalgamation or merger	Physical
MDC 1	Application for seeking empanelment as a Mediator or Conciliator on the panel	Physical
MDC 2	Application to the Central Government or the Tribunal or the Appellate Tribunal, as the case may be, for referring the matter pertaining to any proceeding pending before it for mediation or conciliation	Physical
STK 1	Notice by Registrar of Companies for company's name removal from the register of companies	Physical
STK 2	Application by the company to ROC seeking the removal of its name from the register of companies	e-Form
STK 3	Indemnity bond duly notarised by every director	Physical
STK 8	Statement of Account	Physical
STK 5/6	Manner of publication of notice as regards Section 248 -striking off or removal of the company's name	Physical
STK 7	Notice of striking off and dissolution of the company	Physical
FTE	Application for striking off the company's name under the mode of Fast Track Exit (FTE)	Physical
URC 1	Application by a company for getting registered under	e-Form

	section 366- Companies capable of being registered	
URC 2	Advertisement to give notice about registration under Section 366 of Part I of Chapter XXI of the Companies Act	Physical
FC 1	Information to be filed by foreign company	e-Form
FC 2	Return of alteration in the documents filed for a foreign company registration	e-Form
FC 3	Annual accounts and the list of all principal places of business established in India by a foreign company	e-Form
FC 4	Annual Return of a Foreign company	e-Form
FC 5	Nomination for Indian depository Receipts	Physical
GNL 1	Applications made to Registrar of Companies	e-Form
GNL 2	Form for submitting documents with the Registrar of Companies	e-Form
GNL 3	Details of persons/directors/charged/specified	e-Form
GNL 4	Addendum for rectification of defects or incompleteness	e-Form
NDH 1	Return of Statutory Compliances by Nidhi Companies	e-Form
NDH 2	Application for a time extension by the Nidhi Companies to the regional director	e-Form
NDH 3	Half-yearly return by Nidhi Companies	e-Form
NDH 4	Declaration as Nidhi Company and for updating its status	e-Form
RSC 1	Application to the Tribunal to confirm the reduction of share capital	Physical
RSC 2	Notice to be given to Central Government, Registrar of companies and SEBI (in case of listed companies) seeking representations/objections pertaining to reduction of share capital	Physical
RSC 3	Notice to the creditors seeking representations/objections pertaining to the reduction of share capital	Physical
RSC 4	Publication of notice	Physical

RSC 5	An affidavit confirming dispatch and publication of notice	Physical
RSC 6	Confirmation order for the reduction of share capital and approval of the minute	Physical
RSC 7	Certificate of registration of order and minute	Physical
ADJ	Memorandum of Appeal	e-Form
MSC 1	Application to Registrar of Companies to obtain a dormant company status	e-Form
MSC 2	Certificate of the status of dormant company	Physical
MSC 3	Return of dormant company	e-Form
MSC 4	Application for seeking the status of active company	e-Form
MSC 5	Certificate by Registrar of Companies allowing an active status for the company	Physical
CG 1	Application form to file documents with the Central Government	e-Form
MSME	Half yearly return filed with the Registrar for any outstanding payments to Micro or Small Enterprise	e-Form
CFI(CSR)	Reply To Call for Information on CSR	e-Form
ICP	Investor complaint form	e-Form
SCP	Serious complaint form	e-Form
Form Refund	Application for requesting a refund of fees paid	e-Form
Form 23C	Application to the Central Government to appoint a cost auditor	e-Form
Form I-XBRL	XBRL document of a cost audit report and other documents to be filed with the Central Government	e-Form
Form A-XBRL	XBRL document on compliance report and other documents to be filed with the Central Government	e-Form
Form 23D	Information by cost auditor to Central Government	e-Form

