

Nomenclature of various forms prescribed under the provisions of Companies Act, 2013 being notified

In order to facilitate easy understanding of the e-forms being rolled out under the provisions of Companies Act, 2013 and Rules made thereunder, the stakeholders are hereby informed that unlike numbering of various forms under the Companies Act, 1956, forms under the new Act are mandatorily numbered alpha-numeric. Initial of forms is to be started with alphabet of two or three letters based on the subject of the Chapter, followed by serial number of the form. This will define the nature of the forms and would be easy to recognise.

There are total 29 chapters under the Companies Act, 2013. Chapters I and XXIII have been notified but no form is prescribed under these chapters. Following table is the summary of chapter wise nomenclature of forms

Sl. No	Chapter No.	Particulars of chapter	Form no start with	remarks
1	II	INCORPORATION OF COMPANY AND MATTERS INCIDENTAL THERETO	INC	
2	III	PROSPECTUS AND ALLOTMENT OF SECURITIES	PAS	
3	IV	SHARE CAPITAL AND DEBENTURES	SH	
4	V	ACCEPTANCE OF DEPOSIT BY COMPANIES	DPT	
5	VI	CHARGES	CHG	
6	VII	MANAGEMENT AND ADMINISTRATION	MGT	Alphabet followed by numeric number
7	VIII	DECLARATION ANY PAYMENT OF DIVIDEND	DIV	
8	IX	ACCOUNTS OF COMPANIES	AOC	
9	X	AUDIT AND AUDITORS	ADT	
10	XI	APPOINTMENT AND QUALIFICATIONS OF DIRECTORS	DIR	
11	XII	MEETINGS OF BOARD AND ITS POWERS	MBP	

The stakeholders are further informed that a separate roll out plan of chapter wise e-forms will be available on the website on or before 31/03/2014. For further details please visit Ministry website www.mca.gov.in.

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