

Form of Annual Return

(See Section 267)

Annual Return ofas at the close of financial year ended on 31st day of December.....

1. Name of the Company
2. Registration Number and date of Incorporation
3. Address of the Registered office
4. Address of all Branches
5. Names, Addresses, description and occupation of Directors and the Chief Executive Officer
6. Particulars of Share Capital
7. Particulars of shareholders with names, description, address, number of shares (equity and preference shares) held by each shareholder and date of allotment
8. Date to Annual General Meeting held in which the annual accounts for the year ended 31st Decemberwere adopted. If no AGM was held within the prescribed period, reasons therefore
9. Particulars of indebtedness, indicating separately debentures, secured loans and unsecured loans.
10. Particulars of mortgages or charges created, modified or satisfied.
11. List of selling and buying agents of the company giving salient terms of appointment

12. Particulars of contracts entered into with the Directors or their relatives or director's interested company(ies)
13. Particulars of investments made in securities by the company indicating separately investment held in company's name.
14. List of general power of Attorneys executed.
15. Number of employees.
16. Business of the company undertaken during the year and license number and date issued by Ministry of Economic Affairs
17. Particulars of any suits and other proceeding pending against the company and its director in relation to the company
18. Special resolutions passed in general meetings with date (copies duly attested be enclosed)
19. Any information that the company may think appropriate

Notes:

- a) Unless otherwise specified the particulars specified above shall be for the period as at the close of the financial year and may be furnished in Annexure enclosed with the Annual Report.
- b) The Annual Report and Annexure thereto shall be signed by the Chief Executive Officer of the Company.
- c) The Annual Report shall be filed with the Registrar of Companies on or before 31st May in case of listed companies and on o before 31st July in case of other companies every year.