

**FORM FC-4**

[Pursuant to Section 384(2) of the Companies Act 2013 and rule 7 of Companies (Registration of Foreign Companies) Rules, 2014]


**Annual Return of a Foreign Company**

Form language o English o Hindi

Refer the instruction kit for filing the form.

1. \* Foreign company registration number

Pre-Fill

2. a). Name of the company

(b). Address of Registered Office of the foreign company

3. a). \* Whether any part of the register of members or debentures kept in India

☐ Yes

☐ No

(b). If yes, address of the place in which the part of the register is kept

Line I

Line II

(c). City

(d). State

(e). Pin code

4. \* Date of balance sheet (last day of financial year of the company)

(DD/MM/YYYY)

5. \* Principal business activities of the company

All the business activities contributing 20 % or more of the total turnover of the company shall be stated

S. No.	Business activities	Turnover as % to total sales / turnover of the company
1		
2		
3		
4		
5		

6. Details of subsidiary, holding or associate companies in India of the foreign company or of any subsidiary or holding company of such foreign company or of any firm in India in which such foreign company or its holding or subsidiary company is a partner

\*Number of such entities

Particulars of such entities

I. (i). \*CIN/FCRN/LLPIN/Other Registration Number

Pre-fill

(ii). \*Name of such company or firm

iii. \*Whether the company is

### Summary of share capital, debentures and other securities

7. (i) Authorised share capital

(a). Authorised share capital  (number of shares)  (in Rs.)  
divided into:

Class of shares	Number of shares	Nominal value (in Rs.)

(b) Particulars of authorized Indian Depository Receipts

Total number of IDRs

Nominal value per IDR

Total amount of IDRs

(ii) Subscribed share capital

(a). Number of shares of each class taken

Number of shares	Class of shares

(b). Number of shares of each class issued subject to payment wholly in cash

Number of shares	Class of shares

(c). Number of shares of each class issued as fully paid-up for a consideration other than cash

Number of shares	Class of shares

(d). Number of shares of each class issued as partly paid-up for a consideration other than cash and extent to which each such share is so paid-up

Class of shares	Number of shares	Paid-up value per share

(e). Number of shares (if any) of each class issued at discount

Number of shares	Class of shares

(f). Amount of discount on the issue which has not been written off (in Rs.)

(g) Particulars of authorized Indian Depository Receipts

Total number of IDRs

Nominal value per IDR

Total amount of IDRs

(iii) Called up share capital

(a). Amount called up on number of shares of each class

Class of shares	Number of shares	Called up value per share

(b). Total amount of calls received, including payment on application and allotment and any sums received on shares forfeited (in Rs.)

(c). Total amount (if any) agreed to be considered as paid on number of shares of each class issued as fully paid-up for a consideration other than cash (in Rs)

on

Number of shares	Class of shares

- (d). Total amount (if any) agreed to be considered as paid on number of shares of each class issued as partly paid-up for a consideration other than cash (in Rs.)  on

Number of shares	Class of shares

- (e). Total amount of calls unpaid (in Rs.)

- (f) Particulars of authorized Indian Depository Receipts

Total number of IDRs  Nominal value per IDR   
 Total amount of IDRs

8. Total number of shares of each class forfeited

Number of shares	Class of shares

9. Total amount paid (if any) on shares forfeited (in Rs.)

10. Total amount of shares for which share warrants to bearer are outstanding (in Rs.)

11. Total amount of share warrants to bearer issued and surrendered respectively since the date up to which the last return was made

(a). Issued (in Rs.)   
 (b). Surrendered (in Rs.)

12. The shareholding pattern of the company

S. No.	Category of share holders	Shares held at the beginning of the year	Shares held at the end of the year	Percentage (%) change in the shareholding
1.	Government(Central and State)			
2.	Government Companies			
3.	Public financial institutions			
4.	Nationalized or other bank(s)			
5.	Mutual Funds			
6.	Venture Capital			
7.	Foreign holdings (Foreign Institutional Investors, Foreign companies, Non-resident Indians, Foreign financial institutions or			

	Overseas corporate bodies)			
8.	Bodies Corporate (not mentioned above)			
9.	Directors or relatives of directors			
10.	Other top fifty shareholders (other than mentioned above)			
11.	Others			
12.	Total			
	Total number of shareholders			

**13. Total amount of debentures and other securities outstanding (in Rs.)**

(a) (i) Number of debentures



(ii) Nominal value per debenture (in Rs.)

(iii) Total amount of debentures (in Rs.)

**(b) Amount of other securities**

Class of securities	Number of securities	Nominal value	Total amount

14.(i) Total amount of the sums (if any) paid by way of commission in respect of any shares or debentures and other securities (in Rs.)

(ii). Total amount of the sums (if any) allowed by way of discount in respect of any debentures since the date up to which the last return was made (in Rs.)

15. (a) \* Whether the company is falling under section 379 of the Companies Act, 2013 ☐ Yes ☐ No

(b)(i) If yes, specify the number of such persons covered under section 379

Particulars of such person(s)

\*Category

**Details of the person**

Director identification number



\*Income tax Permanent Account number (Income-tax PAN)

\*Name of the person

\*O Father's Name ☐ Mother's Name ☐ Spouse's name

\*Nationality

\*Date of Birth

\*Occupation type ☐ Self Employed ☐ Professional ☐ Homemaker ☐ Student ☐ Serviceman

Area of Occupation

If others selected, specify

\*Educational qualification

Permanent Address

\*Line I

Line II

\*City

\*State /Union Territory

\*Pin code

\*ISO Country code

Country

\*Phone

Fax

Mobile

\*email id

\*Whether present address is same as the permanent address ☐ Yes ☐ No ( Radio button)

Present Address

\*Line I

Line II

\*City

\*State/Union Territory

\*Pin code

\*ISO Country code

Country

\*Phone

Fax

\*Details of companies/ body corporates

a) CIN/LLPIN/Other Registration Number

b) Name of the company/body corporate

c) Address with contact details

d) Email ID of the company

e) Telephone number

f) Fax number, if any

Pre-fill

**16. Indebtedness of the Company for which charge has been created on the properties in India requiring registration of charges under Section 384 and Chapter VI of the Act**

Particulars	Amount	Name of the property(s) charged
<b>Indebtedness at the beginning of the year</b>		
i) Principal Amount		
ii) Interest due but not paid		

iii) Interest accrued but not due		
<b>Total (I + ii + iii)</b>		
<b>Total amount of charge created during the year</b>		
<b>Total amount of charge satisfied during the year</b>		
<b>Indebtedness at the end of the year</b>		
i) Principal Amount		
ii) Interest due but not paid		
iii) Interest accrued but not due		
<b>Total (i +ii + iii)</b>		

**Attachments**

1. \*Details of Promoters , Directors and Key managerial personnel and changes therein since close of previous financial year;
2. \*Details of directors and key managerial personnel and their remuneration;
3. \*Details of the meeting of the members or class thereof, board and its various committees along with attendance details;
4. \*Particulars of members and debenture holders along with changes therein since the close of previous financial year;
5. Particulars of Holding, subsidiary and associate companies and firms;
6. Details of Penalties / punishment/ Compounding of offences, if any;
7. Optional attachment(s), (if any).

**Declaration**

I, \*   
 the authorized representative of the company, hereby certify that I am authorized by the Board of Directors of the Company vide resolution number \*  dated\*  and declare that all the requirements of Companies Act, 2013 and the rules made thereunder in respect of the subject matter of this form and matters incidental thereto have been complied with. It is further declared and verified that:

1. Whatever is stated in this form and in the attachments thereto is true, correct and complete and no information material to the subject matter of this form has been suppressed or concealed and is as per the original records maintained by the promoters subscribing to the Memorandum of Association and Articles of Association.
2. All the required attachments have been completely, correctly and legibly attached to this form.

\*To be digitally signed by

DSC box

Name of the authorised representative

Income Tax PAN of the Authorised representative

**Note:**Attention is also drawn to provisions of Section 448 of the Act which provide for punishment for false statement and certification.

<b>Modify</b>	<b>Check Form</b>	<b>Prescrutiny</b>	<b>Submit</b>
<b>For office use only:</b>		<b>Annex filing details</b>	
eForm Service request number (SRN)	<input type="text"/>	eForm filing date	<input type="text"/> (DD/MM/YYYY)
This e-Form is hereby registered			
Digital signature of the authorising officer	<input type="text"/>	<b>Submit to BO</b>	
Date of signing	<input type="text"/>	(DD/MM/YYYY)	