

Form No. FC-4**Annual Return of a Foreign Company**

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



Form language

☒ English☐ Hindi

Refer instruction kit for filing the form.

*All fields marked in * are mandatory*

Company Information

1 (a) *Foreign Company Registration Number (FCRN)

(b) *Name of the company

(c) *Address of the registered office of the company

2 *Whether any part of the register of members or debentures kept in India

☐ Yes

☐ No

If yes, address of the place in which the part of the register is kept

Address Line 1

Address Line 2

Country

Pin code / Zip Code

Area/ Locality

City

District

State/UT

3 Date of Balance Sheet

(a) *Date of balance sheet (last day of financial year of the company) (DD/MM/YYYY)

4 Principal business activities of the company (Numbers)

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		

5 Details of associated and related entities

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:

(a) *Number of such entities

Particulars of such entities

S No	CIN/FCRN/LLPIN/Other Registration Number	Name of such company or firm	Whether the company is <input type="checkbox"/> (Subsidiary of the foreign company/Holding of the foreign company/Associate of the foreign company/Subsidiary of any subsidiary/holding company of such foreign company/Holding of any subsidiary/holding company of such foreign company/Associate of any subsidiary/holding company of such foreign company)

6 Summary of share capital, debentures and other securities

(a)(i) *Authorised share capital (a)(ii) *number of shares (in INR) divided into

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

7 Particulars of authorised Indian Depository Receipts

(a) Total number of IDRs

(b) Nominal value per IDR

(c) Total amount of IDRs

8 Subscribed share capital**Number of shares each class taken**

Number of shares	Class of shares

9 Number of shares each class issued subject to payment wholly in cash

Number of shares	Class of shares

10 Number of shares each class issued as fully paid-up for a consideration other than cash

Number of shares	Class of shares

11 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 share	Number of shares	Paid-up value per share

12 Number of shares (if any) of each class issued as discount

Number of shares	Class of shares

(a) Amount of discount on the issue which has not been written off (in INR)

13 Particulars of subscribed Indian Depository Receipts

(a) Total number of IDRs

(b) Nominal value per IDR

(c) Total amount of IDRs

14 Called up share capital**Amount Called up on number of shares of each class**

Class of share	Number of shares	Called up value per share

15 Total amount of calls received, including payment on application and allotment and any sums received on shares forfeited (in INR)

16 (a) *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 INR) on

Number of shares	Class of shares

17 (a) *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 INR) on

Number of shares	Class of shares

18 Total amount of calls unpaid (in INR)

19 Particulars of paid up Indian Depository Receipts

(a) Total number of IDRs

(b) Nominal value per IDR

(c) Total amount of IDRs

20 Total number of shares of each class forfeited

Number of shares	Class of shares

(a) Total amount paid (if any) on shares forfeited (in INR)

(b) Total amount of shares for which share warrants to bearer are outstanding (in INR)

21 Total amount of shares warrants to bearer issued and surrendered respectively since the date up to which the last return was made

(a) Issued (in INR)

(b) Surrendered (in INR)

22 The shareholding pattern of the company

S No	Category of shareholders	Shares held at the beginning of the year	Shares held at the end of the year	Percentage (%) change in the shareholding
(a)	*Government (Central and State)			
(b)	*Government Companies			
(c)	*Public financial institutions			
(d)	*Nationalized or other bank(s)			
(e)	*Mutual Funds			
(f)	*Venture Capital			
(g)	*Foreign holdings (Foreign Institutional Investors, Foreign companies, Non-resident Indians, Foreign financial institutions or Overseas corporate bodies)			
(h)	*Bodies Corporate (not mentioned above)			
(i)	*Directors or relatives of directors			
(j)	*Other top fifty shareholders (other than mentioned above)			
(k)	*Others			
(l)	Total			
(m)	Total number of shareholders			

23 (a) Total amount of debentures and other securities outstanding (in INR)

(b)(i) Number of debentures

(b)(ii) Nominal value per debenture (in INR)

(b)(iii) Total amount of debentures (in INR)

(c) Amount of other securities

Class of securities	Number of securities	*Nominal value	Total amount

24(a) Total amount of sums (if any) paid by way of commission in respect of any shares or debentures and other securities (in INR)

(b) Total amount of 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 INR)

25 Section 379(a) *Whether the company is falling under section 379 (2) of the Companies Act, 2013 ☐ Yes ☐ No

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

26 Particulars of such person(s)(a) *Category
(Citizen of India /Companies incorporated in India/ Body Corporates incorporated in India)**27 Details of the person**(a) Do you have Director Identification Number (DIN)? ☐ Yes ☐ No

(a)(i) If Yes, please enter the DIN details

(b) Do you want to fetch the details from digilocker?

Fetch from digilocker

(c) First Name

(d) Middle Name

(e) Last Name

(f) Any former name or names and surname or surnames in full

(g) Please provide one Name



Father's Name



Mother's Name



Spouse's Name

(h) First Name	<input type="text"/>
(i) Middle Name	<input type="text"/>
(j) Last Name	<input type="text"/>
(k) Date of Birth (DD/MM/YYYY)	<input type="text"/>
(l) Nationality	<input type="text"/> ▼
(m) If the present nationality is not the nationality of origin, then specify the nationality of origin	<input type="text"/> ▼
(n) Occupation Type (Business/Professional/Service/Man/Housewife/Student/Others)	<input type="text"/> ▼
(n)(i) Area of Occupation	<input type="text"/> ▼
(n)(ii) If 'Others' selected, please specify	<input type="text"/>
(o) Educational Qualification (X/SSLC/Junior/Equivalent/XII/SSC/High/Equivalent/Graduation/Bachelor/Equivalent/Postgraduate/Master/Equivalent/Professional/ Executive Program/Doctorate/Diploma/Others)	<input type="text"/> ▼
(p) Income tax Permanent Account number (Income-tax PAN)	<input type="text"/>

28 Permanent address

Address Line 1	<input type="text"/>
Address Line 2	<input type="text"/>
Country	<input type="text"/> ▼
Pin code / Zip Code	<input type="text"/>
Area/ Locality	<input type="text"/> ▼
City	<input type="text"/>
District	<input type="text"/>
State/UT	<input type="text"/>
Telephone Number (with STD/ISD code)	<input type="text"/>
Fax number (with STD/ISD code)	<input type="text"/>
Email ID of the company	<input type="text"/>

29 Whether present residential address same as permanent residential address

☐ Yes
☐ No
(a) Present address

Address Line 1

Address Line 2

Country

Pin code / Zip Code

Area/ Locality(g)

City

District

State/UT

Telephone number (with STD/ISD code)

Fax Number (with STD/ISD code)

(b) Identity Proof

(Voters Identity Card/ Passport/Driving License/Aadhaar)

(c) Identity Proof No.

(d) Residential Proof

(Voters Identity Card/ Passport/Driving License/Aadhaar)

(e) Residential Proof No.

(f) **Submit the proof of identity and proof of address**

(f)(i) Proof of identity

(f)(ii) Residential proof

30 Details of Companies / Body Corporate

(a) CIN/LLPIN/Other Registration Number

(b) Name of the company/body corporate

(c) **Address of body corporate**

Address Line 1

Address Line 2

Country

Pin code / Zip Code

Area/ Locality

City

District

Max 2 MB	Choose File	Remove	Download
Max 2 MB	Choose File	Remove	Download

State/UT

Telephone Number (with STD/ISD code)

Fax number (with STD/ISD code)

Email ID of the company

31 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
Indebtedness at the beginning of the year		
i) *Principal Amount		
ii) *Interest due but not paid		
iii) *Interest accrued but not due		
Total (i+ ii+ iii)		
Total amount of charge created during the year		
Total amount of charge satisfied during the year		
Indebtedness at the end of the year		
i) *Principal Amount		
ii) *Interest due but not paid		
iii) *Interest accrued but not due		
Total (i+ ii+ iii)		

Attachments

(a) *Details of Promoters, Directors and Key managerial personnel and changes therein since close of previous financial year;

Max 2 MB

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(b) *Details of directors and key managerial personnel and their remuneration;

Max 2 MB

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(c) *Details of the meeting of the members or class thereof, board

Max 2 MB

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and its various committees along with attendance details;

(d) *Particulars of members and debenture holders along with changes therein since the close of previous financial year;

Max 2 MB

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(e) Details of Penalties / punishment/ Compounding of offences, If any;

Max 2 MB

Choose File

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(f) Optional attachment(s)- if any

Max 2 MB

Choose File

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Declaration

I* , the authorised representative of the company, hereby certify that I am authorised by the Board of Directors of the Company vide resolution no* dated (DD/MM/YYYY)* to sign this form 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

*Authorised representative of the Foreign company

*Income Tax PAN of the Authorised representative

Save

Submit

Note: Attention is drawn to provisions of Section 448 and 449 of the Companies Act, 2013 which provide for punishment for false statement / certificate and punishment for false evidence respectively.

For office use only:

eForm Service request number (SRN)

eForm filing date (DD/MM/YYYY)

Digital signature of the authorising officer

This eForm is hereby registered

Date of signing (DD/MM/YYYY)

DSC BOX

[F. No. Policy-01/11/2022-CL-V-MCA]

MANOJ PANDEY, Jt. Secy.

Note: - The principal rules, were published in the Gazette of India Extraordinary, Part II, Section 3, Sub-section (i) *vide* number G.S.R. 266(E), dated the 31st March, 2014 and last amended, *vide* number 538 (E), dated the 05th August, 2021.