

FORM NO. AOC-4

[Pursuant to section 137 of the Companies Act, 2013 and sub-rule (1) of Rule 12 of Companies (Accounts) Rules, 2014]



Form for filing financial statement
and other documents with the
Registrar

Form Language

English

Hindi

Refer the instruction kit for filing the form.

Note-

-All fields marked in * are to be mandatorily filled.

-Figures appearing in the e-Form should be entered in Absolute Rupees only. Figures should not be rounded off in any other unit like hundreds, thousands, lakhs, millions or crores.

Authorized capital of the company as on the date of filing

Number of members of the company as on the date of filing

SEGMENT- I: INFORMATION AND PARTICULARS IN RESPECT OF BALANCE SHEET

Part A

I. General information of the company

1. (a) *Corporate identity number (CIN) of company

(b) Global location number (GLN) of company

2. (a) Name of the company

(b) Address of the registered
office of the company

(c) *e-mail ID of the company

3. * Financial year to which financial statements relates

From

(DD/MM/YYYY)

To

(DD/MM/YYYY)

4. (a) * Date of Board of directors' meeting in which financial statements are approved

(DD/MM/YYYY)

(b) (i) *Nature of financial statements

(iii) Whether provisional financial statements filed earlier Yes No Not applicable

(iv) Whether adopted in adjourned AGM Yes No Not applicable

(c) Details of director(s), manager, secretary, CEO, CFO of the company who have signed the financial statements

Provide Director Identification number (DIN) in case of director, Managing Director and Income -tax permanent account number (Income-tax PAN) in case of manager, secretary, CEO, CFO.

DIN or Income-tax PAN	Name	Designation	Date of signing of financial statements

5. (a) *Date of Board of directors' meeting in which boards' report referred under section 134 was approved (DD/MM/YYYY)

(b) Details of director(s) who have signed the Boards' report

DIN	Name	Designation	Date of signing of Boards' report

6. * Date of signing of reports on the financial statements by the auditors (DD/MM/YYYY)

7. (a) * Whether annual general meeting (AGM) held Yes No Not applicable
 (b) If yes, date of AGM (DD/MM/YYYY)
 (c) *Due date of AGM (DD/MM/YYYY)
 (d) * Whether any extension for financial year or AGM granted Yes No

8. (a) * Whether the company is a subsidiary company as defined under clause (87) of section 2 Yes No

(b) CIN of the holding company, if applicable

(c) Name of the holding company

(d) Provision pursuant to which the company has become a subsidiary

9. (a) * Whether the company has a subsidiary company as defined under clause (87) of section 2 Yes No

(b) If yes, then indicate number of subsidiary company(ies)

<input type="text"/>	CIN of subsidiary company	<input type="text"/>
	Name of the subsidiary company	<input type="text"/>
	Provisions pursuant to which the company has become a subsidiary	<input type="text"/>

10. *Number of Auditors

<input type="checkbox"/>	* (a)	Income-tax PAN of auditor or auditor's firm	<input type="text"/>
	* (b)	Category of auditor	<input type="radio"/> Individual <input type="radio"/> Auditor's firm
	* (c)	Membership number of auditor or auditor's firm's registration number	<input type="text"/>
	* (d)	SRN of Form ADT-1	<input type="text"/>
	* (e)	Name of the auditor or auditor's firm	<input type="text"/>
	* (f)	Address of the auditor or auditor's firm	<input type="text"/>
		Line I	<input type="text"/>
		Line II	<input type="text"/>
		* City	<input type="text"/>
		* State	<input type="text"/>
		Country	<input type="text"/>
		* Pin code	<input type="text"/>
	(g)	Details of the member signing for the above firm	<input type="text"/>
		Name of the member	<input type="text"/>
		Membership number	<input type="text"/>

11. (a) *Whether Schedule III of the Companies Act, 2013 is applicable Yes No

(b) *Type of Industry

Note: In case the type of industry is other than Banking or Power or Insurance or NBFC, then select Commercial and Industrial (C&I).

12. *Whether consolidated financial statements required or not Yes No

13. (a) *Whether company is maintaining books of account and other relevant books and papers in electronic form Yes No

(b) Complete Postal Address of the Place of maintenance of computer servers (Storing Accounting Data)

*Line I	<input type="text"/>
Line II	<input type="text"/>
*City	<input type="text"/>
*State/Union Territory	<input type="text"/>
*Pin code	<input type="text"/>
*District	<input type="text"/>
*ISO Country code	<input type="text"/>
Country	<input type="text"/>
*Phone (with STD/ISD code)	<input type="text"/> - <input type="text"/>

(c) Particulars of the service provider (if any)

(i) Name of the service provider

(ii) Internet protocol address of service provider

(iii) Location of the service provider

(iv) Whether books of account and other books and papers are maintained on cloud Yes No

Address as provided by the service provider

I. Balance Sheet

Part-B

	Particulars	Figures as at the end of (Current reporting period) (in Rs.)	Figures as at the end of (Previous reporting period) (inRs.)
		<input type="text"/> (DD/MM/YYYY)	<input type="text"/> (DD/MM/YYYY)
I.	EQUITY AND LIABILITIES		
(1)	Shareholder's Fund		
	(a) Share capital		
	(b) Reserves and surplus		
	(c) Money received against share warrants		
(2)	Share application money pending allotment		
(3)	Non - current liabilities		
	(a) Long term borrowings		
	(b) Deferred tax liabilities (net)		
	(c) Other long term liabilities		
	(d) Long term provisions		
(4)	Current liabilities		
	(a) Short term borrowings		
	(b) Trade payables		
	(c) Other current liabilities		
	(d) Short term provisions		
	Total		
II.	ASSETS		
(1)	Non-current assets		
	(a) Fixed assets		
	(i) Tangible assets		
	(ii) Intangible assets		
	(iii) Capital work-in-progress		
	(iv) Intangible assets under development		
	(b) Non-current Investments		
	(c) Deferred tax assets (net)		
	(d) Long term loans and advances		
	(e) Other non-current assets		
(2)	Current assets		
	(a) Current Investment		
	(b) Inventories		
	(c) Trade receivables		
	(d) Cash and cash equivalents		
	(e) Short term loans and advances		
	(f) Other current assets		
	Total		

II. Detailed Balance sheet items (Amount in Rupees)**A. Details of long term borrowings (unsecured)**

Particulars	Current reporting period	Previous reporting period
Bonds/ debentures		
Term Loans		
-From banks		
-From other parties		
Deferred payment liabilities		
Deposits		
Loans and advances from related parties		
Long term maturities of financial lease Obligations		
Other loans & advances		
Total long term borrowings (unsecured)		
Out of above total, aggregate amount guaranteed by directors		

B. Details of short term borrowings (unsecured)

Particulars	Current reporting period	Previous reporting period
Loans repayable on demand		
-From banks		
-From other parties		
Loans and advances from related parties		
Deposits		
Other loans and advances		
Total short term borrowings (unsecured)		
Out of above total, aggregate amount guaranteed by directors		

C. Details of long term loans and advances (unsecured, considered good)

Particulars	Currents reporting period	Previous reporting period
Capital advances		
Security deposits		
Loans and advances to other related parties		
Other loans and advances		
Total long term loan and advances		
Less: Provision/ allowance for bad and doubtful loans and advances		
-From related parties		
-From others		
Net long term loan and advances (unsecured, considered good)		
Loans and advances due by directors/ other officers of the company		

D. Details of long term loans and advances (doubtful)

Particulars	Currents reporting period		Previous reporting period	
Capital advances				
Security deposits				
Loans and advances to other related parties				
Other loans and advances				
Total long term loan and advances				
Less: Provision/ allowance for bad and doubtful loans and advances				
-From related parties				
-From others				
Net long term loan and advances (doubtful)				
Loans and advances due by directors/ other officers of the company				

E. Details of trade receivables

Particulars	Current reporting period		Previous reporting period	
	Exceeding six months	Within six months	Exceeding six months	Within six months
Secured, considered good				
Unsecured, considered good				
Doubtful				
Total trade receivables				
Less: Provision/ allowance for bad and doubtful debts				
Net trade receivables				
Debt due by directors/ others officers of the company				

III. *Financial parameters - Balance sheet items (Amount in Rupees) as on financial year end date

1	Amount of issue allotted for contracts without payment received in cash during reporting periods			
2	Share application money given			
3	Share application money given during the reporting period			
4	Share application money received during the reporting period			
5	Share application money received and due for refund			
6	Paid – up capital held by foreign company			%
7	Paid-up capital held by foreign holding company and/ or through its subsidiaries			%
8	Number of shares bought back during the reporting period			
9	Deposits accepted or renewed during the reporting period			
10	Deposits matured and claimed but not paid during the reporting period			
11	Deposits matured and claimed but not paid			
12	Deposits matured, but not claimed			
13	Unclaimed matured debentures			
14	Debentures claimed but not paid			
15	Interest on deposits accrued and due but not paid			
16	Unpaid dividend			
17	Investment in subsidiary companies			
18	Investment in government companies			
19	Capital Reserves			
20	Amount due for transfer to Investor Education and Protection Fund (IEPF)			
21	Inter- corporate deposits			
22	Gross value of transaction as per AS18 (If applicable)			
23	Capital subsidies/ grants received from government authority(ies)			
24	Calls unpaid by directors			
25	Calls unpaid by others			
26	Forfeited shares (amount originally paid-up)			
27	Forfeited shares reissued			
28	Borrowing from foreign institutional agencies			
29	Borrowing from foreign companies			
30	Inter-corporate borrowings - secured			
31	Inter-corporate borrowings - unsecured			
32	Commercial Paper			
33	Conversion of warrants into equity shares during the reporting period			
34	Conversion of warrants into preference shares during the reporting period			
35	Conversion of warrants into debentures during the reporting period			
36	Warrants issued during the reporting period (In foreign currency)			
37	Warrants issued during the reporting period (In Rupees)			
38	Default in payment of short term borrowings and interest thereon			
39	Default in payment of long term borrowings and interest thereon			
40	Whether any operating lease has been converted to financial lease or vice-versa	<input type="radio"/> Yes <input type="radio"/> No		
	Provide details of such conversion	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>		

41	Net worth of company	
42	Number of shareholders to whom shares allotted under private placement during the reporting period	
43	Secured Loan	
44	Gross fixed assets (including intangible assets)	
45	Depreciation and amortization	
46	Miscellaneous expenditure to the extent not written off or adjusted	
47	Unhedged Foreign Exchange Exposure	

IV. Share capital raised during the reporting period (Amount in Rupees)

Particulars	Equity Shares	Preference Shares	Total
(a) Public issue			
(b) Bonus issue			
(c) Right issue			
(d) Private placement arising out of conversion of debentures or preference shares			
(e) Other private placement			
(f) Preferential allotment arising out of conversion of debentures or preference shares			
(g) Other preferential allotment			
(h) Employee Stock Option Plan (ESOP)			
(i) Others			
(j) Total amount of share capital raised during the reporting period			

V. *Details of Specified Bank Notes (SBN) held and transacted during the period from 8th November, 2016 to 30th December, 2016 as provided in the Table below :-

Particulars	SBNs	Other denomination notes	Total
Closing cash in hand as on 08.11.2016			
(+) Permitted receipts			
(-) Permitted payments			
(-) Amount deposited in Banks			
Closing cash in hand as on 30.12.2016			

VI. Details related to cost records and cost audit

1. *Whether maintenance of cost records by the company has been mandated under Companies (Cost Records and Audit) Rules, 2014

Yes No

Duration of the contracts / arrangements/ transactions	Date of approval by the Board	Amount paid as advances, if any

Segment V: Auditor's Report

I. (a) In case of a government company, whether Comptroller and Auditor-General of India (CAG of India) has commented upon or supplemented the audit report under section 143 of the Companies Act, 2013 Yes No

II. *Whether the auditors have reported as to whether company had provided requisite disclosures in its financial statements as to holdings as well as dealings in Specified Bank Notes during the period from 8th November, 2016 to 30th December, 2016 and if so, whether these are in accordance with the books of accounts maintained by the company Yes No

Attachments

- 1. *Copy of financial statements duly authenticated as per section 134(including Board's report, auditors' report and other documents)
- 7. Company CSR policy as per s sub-section (4) of section 135
- 8. Details of other entity(s)
- 12. Directors' report as per sub-section (3) of section 134
- 13. Details of remaining CSR activities
- 14. Optional attachment(s)- if any

List of attachment

Declaration

I am authorized by the Board of Directors of the Company vide *resolution number *dated

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. I further declare 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 company.
- 2. All the required attachments have been completely and legibly attached to this form.

*To be digitally signed by

*Designation

*Director identification number of the director; or PAN of the manager or CEO or CFO; or Membership number of the secretary

Certificate by Practicing professional

I declare that I have been duly engaged for the purpose of certification of this form. It is hereby certified that I have gone through the provisions of the Companies Act, 2013 and Rules thereunder for the subject matter of this form and matters incidental thereto and I have verified the above particulars (including attachment(s)) from the original/certified records maintained by the Company/applicant which is subject matter of this form and found them to be true, correct and complete and no information material to this form has been suppressed. I further certify that:

- 1. The said records have been properly prepared, signed by the required officers of the Company and maintained as per the relevant provisions of the Companies Act, 2013 and were found to be in order;
- 2. All the required attachments have been completely and legibly attached to this form;
- 3. It is understood that I shall be liable for action under Section 448 of the Companies Act, 2013 for wrong certification, if any found at any stage.

Chartered Accountant (in whole time practice) Cost Accountant (in whole time practice)

Company Secretary (in whole time practice)

Whether fellow or associate Associate Fellow

Membership number

Certificate of practice number

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

This eForm has been taken on file maintained by the Registrar of Companies through electronic mode and on the basis of statement of correctness given by the company