

# FORM NO. FC-4

[Pursuant to Section 384(2) of the Companies Act 2013 and rule 22.5 of the Companies Rules, 2014]



Annual return of a foreign company

Form language ☒ English ☐ Hindi

**Note: All fields marked in\*are to be mandatorily filled. Refer instruction kit for details**

1. \*Foreign Company Registration Number

Pre-Fill

2(a). Name of the company

(b). Address of registered office of the Company

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

☐ Yes

☐ No

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

(DD/MM/YYYY)

5. \* 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	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	<input type="text"/>
5	<input type="text"/>	<input type="text"/>

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

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 each class taken

Number of shares	Class of shares

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

Number of shares	Class of shares

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

Number of shares	Class of shares

- (d). Number of shares 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 as 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 subscribed 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 paid up 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 an 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)	<input type="text"/>	<input type="text"/>	<input type="text"/>
2.	Government Companies	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.	Public financial institutions	<input type="text"/>	<input type="text"/>	<input type="text"/>
4.	Nationalized or other bank(s)	<input type="text"/>	<input type="text"/>	<input type="text"/>
5.	Mutual Funds	<input type="text"/>	<input type="text"/>	<input type="text"/>
6.	Venture Capital	<input type="text"/>	<input type="text"/>	<input type="text"/>
7.	Foreign holdings (Foreign Institutional Investors, Foreign companies, Non-resident Indians,	<input type="text"/>	<input type="text"/>	<input type="text"/>

	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

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
Indebtedness at the beginning of the year		
i) Principal Amount		
ii) Interest due but not paid		

iii) Interest accrued but not due		
<b>Total (i+ ii+ iii)</b>		
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		
<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;

Attach

Attach

Attach

Attach

List of attachments

- 6.Details of Penalties/punishment/Compounding of offences, if any;

Attach

7. Optional attachment(s), (if any).

Attach

Remove attachment

### Declaration

I \*

, the authorized representative of the company, hereby certify that I am authorized by the Board of Directors of the Company vide resolution no. \*  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. 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

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**

Modify

Check Form

Prescrutiny

Submit

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#### For office use only:

eForm Service request number (SRN)  eForm filing date  (DD/MM/YYYY)

This e-Form is hereby registered

**Digital signature of the authorising officer**

Confirm submission

Date of signing

(DD/MM/YYYY)