

# FORM 23AA

[Pursuant to section 209(1) of the Companies Act, 1956]

Notice of address at which books of account are maintained

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

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

3. \*Date of board resolution wherein a decision regarding address at which books of account are to be maintained has been taken  (DD/MM/YYYY)

4. Address at which the books of account are to be maintained

(a). \*Address Line I

Line II

(b). \*City

(c). \*State

(d). Country

(e). \*Pin code

5. Details pertaining to police station under whose jurisdiction the place of the address at which the books of account are to be maintained falls

(a). \*Police station name

(b). \*Address Line I

Line II

(c). \*City

(d). State

(e). Country

(f). \*Pin code

List of attachments

## Attachments

1. \*Copy of board resolution

2. Optional attachment(s) - if any

**Declaration**

To the best of my knowledge and belief, the information given in this form and its attachments is correct and complete.

I have been authorised by the board of directors' resolution dated \*  (DD/MM/YYYY) to sign and submit this form.

**To be digitally signed by**

Managing director or director or manager or secretary of the company

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**For office use only:**

This e-Form is hereby registered

**Digital signature of the authorising officer**