

# FORM 61

[Pursuant to section 166, 210, 394, 560,  
621A of the Companies Act, 1956]

Form for filing an application with Registrar of  
Companies

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

1. \*Category of applicant

2. \*Name of office of the Registrar of Companies (RoC) to which application is being made

3. (a) Corporate identity number (CIN) or foreign company  
registration number (FCRN) of the company or Form 1A  
reference number (Service request number (SRN) of Form 1A)

(b) Global location number (GLN) of company

4. (a) Name of the company

(b). Address of the  
registered office or  
of the principal place  
of business in India  
of the company

(c) e-mail ID of the company

5. Details of applicant (in case category is others)

(a) Name

(b) Address

Line I

Line II

(c) City

(d) State

(e) ISO country code

(f) Country

(g) Pin code

(h) e-mail ID

6. \*Application filed for

- Compounding of offences
- Extension of period of annual general meeting by three months under section 166(1)
- Extending the period of annual accounts upto eighteen months under section 210(4)
- Declaring a defunct company under section 560
- Scheme of arrangement, amalgamation
- Others

7. If others, then specify

8.\* Details of application

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9. In case of application for compounding of offences, provide the following details

(a) Whether application for compounding offence is filed in respect of

Company     Director     Manager or secretary     Other

(b) Number of person(s) for whom the application is being filed

(c) Details of person(s) for whom the application is being filed

(i)	Category	<input type="text"/>	Director identification number (DIN) or income-tax permanent account number (income-tax PAN) or passport number	<input type="text"/>
	Name	<input type="text"/>		
(ii)	Category	<input type="text"/>	DIN or income-tax PAN or passport number	<input type="text"/>
	Name	<input type="text"/>		
(iii)	Category	<input type="text"/>	DIN or income-tax PAN or passport number	<input type="text"/>
	Name	<input type="text"/>		
(iv)	Category	<input type="text"/>	DIN or income-tax PAN or passport number	<input type="text"/>
	Name	<input type="text"/>		
(v)	Category	<input type="text"/>	DIN or income-tax PAN or passport number	<input type="text"/>
	Name	<input type="text"/>		
(vi)	Category	<input type="text"/>	DIN or income-tax PAN or passport number	<input type="text"/>
	Name	<input type="text"/>		
(vii)	Category	<input type="text"/>	DIN or income-tax PAN or passport number	<input type="text"/>
	Name	<input type="text"/>		
(viii)	Category	<input type="text"/>	DIN or income-tax PAN or passport number	<input type="text"/>
	Name	<input type="text"/>		

(d) Whether application is being filed

- Suo-motu       In pursuance to notice received from RoC or any other competent authority

(e) Notice number and date of notice

(f) Section for which application is being filed

(g) Brief particulars as to how the default has been made good

10. In case of application under section 166(1) or 210(4), mention financial  (DD/MM/YYYY)  
year end date in respect of which the application is being filed

11.(a) Service request number of Form 23

(b) Date of passing special or ordinary resolution  (DD/MM/YYYY)

(c) Date of filing Form 23  (DD/MM/YYYY)

**12. Particulars of payment of stamp duty**

Total number of stamp duty payment(s) for which details to be entered

State or Union territory in respect of which stamp duty is paid	<input type="text"/>
Total amount of stamps or stamp paper (in Rs.)	<input type="text"/>
Particulars of instrument(s) on which stamp duty is paid	
Mode of payment of stamp duty	<input type="text"/>
Name of vendor authorised to collect stamp duty or to sell stamp papers on behalf of the Government	
Serial number of stamps or stamp paper	
Registration number of vendor	
Date of purchase of stamps or stamp paper	<input type="text"/> (DD/MM/YYYY)
Place of purchase of stamps or stamp paper	

**Attachments**

List of attachments

- 1. Board resolution
- 2. Scheme of arrangement, amalgamation
- 3. \*Detailed application
- 4. Copy of notice received from RoC or any other competent authority
- 5. Optional attachment(s) - if any

**Verification**

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

I have been authorised by the Board of directors' resolution number  dated  (DD/MM/YYYY) to sign and submit this application.

I am duly authorised to sign and submit this application.

**To be digitally signed by**

Managing Director or director or manager or secretary (in case of an Indian company) or an authorised representative (in case of a foreign company) or other

Designation

DIN of the director or Managing Director; or income-tax PAN of the manager or authorised representative; or Membership number, if applicable or income-tax PAN of the secretary (secretary of a company who is not a member of ICSI, may quote his/ her income-tax PAN)

**To be digitally signed by**

- Chartered accountant (in whole-time practice) or  Cost accountant (in whole-time practice) or  Company secretary (in whole-time practice)

Whether associate or fellow  Associate  Fellow

Membership number or certificate of practice number

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**For office use only:**

**Digital signature of the authorising officer**

This e-Form is hereby approved

This e-Form is hereby rejected