

[See Rule 16(1)]

Application for Amendment in the Registration Certificate

- a. Please read the instructions carefully before filling
- b. All the entries should be filled in capital letters)

Registration Number

TIN

1. Name of Business

2. Change in Name of Business Date of change

New Name of Business

3. Change in Principal Place of Business Date of change

New Address of Pricipal Place of Business

Bldg. No/ Name/Area

Town/City

District (State)

Pin Code Email Id

Telephone Number(s) FAX No.

4. New Additional Place(s) of Business Date of change

Type (Tick One) Factory Godown Branch Others

If other please specify _____

New Address of Pricipal Place of Business

Bldg. No/ Name/Area

Town/City

District (State)

Pin Code Email Id

Telephone Number(s) FAX No.

5. Change in principal items dealt with Date of change

Additional Items (Attach seperate sheet, if required)

1. _____ Code _____ 2. _____ Code _____

3. _____ Code _____ 4. _____ Code _____

5. _____ Code _____ 6. _____ Code _____

Deletion of Items (Attach seperate sheet, if required)

1. _____ Code _____ 2. _____ Code _____

3. _____ Code _____ 4. _____ Code _____

5. _____ Code _____ 6. _____ Code _____

Modification of Items (Attach seperate sheet, if required)

1. _____ Code _____ 2. _____ Code _____

3. _____ Code _____ 4. _____ Code _____

5. _____ Code _____ 6. _____ Code _____

6. Closure of Additional Place(s) of Business Date of closure

Type (Tick One) Factory Godown Branch Others

If other please specify _____

New Address of Pricipal Place of Business

Bldg. No/ Name/Area

Town/City

District (State)

Pin Code Email Id

Telephone Number(s) FAX No.

7. Acquisition of Business Date of acquisition

Name of business

Nature of -Business Tick all applicable

Manufacture Retail Leasing Wholesale Works Contract
 Export Others, please specify _____
 TIN of seller Address

Bldg. No/ Name/Area
 Town/City
 District (State)
 Pin Code Email Id
 Telephone Number(s) FAX No.

8. Sale or disposal of Business in part Date of disposal
 Name of business

Nature of -Business Tick all applicable

Manufacture Retail Leasing Wholesale Works Contract
 Export Others, please specify _____
 TIN of seller Address

Bldg. No/ Name/Area
 Town/City
 District (State)
 Pin Code Email Id
 Telephone Number(s) FAX No.

9. Change Nature of -Business (Tick all applicable) Date of Change
 Manufacture Retail Leasing Wholesale Works Contract
 Export Others, please specify _____

10. Details of outgoing / partners / directors / Karta / Trustees / Members of the governing body/ authorised signatory: (attach further sheets, if required)

A. Particulars-

1. Full Name
 2. Father's / Husband's Name
 3. Age 4. Status

11. Change in particulars of the proprietor / partners / directors / Karta / Trustees / Members of the governing body/ authorised signatory, and particulars of incoming partners / directors / Karta / Trustees / Members of the governing body/ authorised signatory (attach further sheets, if required)

A. Particulars-

1. Full Name
 2. Father's / Husband's Name
 3. Age 4. Status 5. extent of interest %
 6. Permanent address
 7. Telephone no. 8. PAN (if any)

9. Details (incl address) of all immovable property owned by or in which the person has interest/ joint interest

10. Name & Address of witness

Signature Signature of witness

B.Changes proposed as to particulars of interest in any other business (es), if any.

11. Name of other business

12. Complete Address of other business

13. R.C.No 14. CST R.C. No

15. Nature of interest in the business 16. extent of interest

C. Any other change(s) not covered in A and B above.

Date : Signature
Place : Name of Person :
Status :

Verification

I certify that the above information and its attachments (if any) is true and correct to the best of my knowledge and belief and nothing has been concealed.

Date : Signature
Place : Name of Person :
Status :

Instructions:

- 1. The application should be filed in duplicate.
- 2. This Form should be verified and signed by.
 - a. Proprietor, in case of Proprietorship concern.
 - b. Managing Partner, in case of Partnership firm and where there is no Managing Partner, by all the partners if there is no registered partnership deed and in case of a registered partnership deed by any one of them.
 - c. Managing Director or authorized signatory, in case of a Company.
 - d. Karta, in case of Hindu Undivided Family.
 - e. Authorised Signatory, in all other cases
- 3. Enclose supporting documents.