LIMITED LIABILITY PARTNERSHIP RULES, 2009 G.S.R. 229(E) (6.8 MB)

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g«o-33004/99 REGD. NO. D. L.-33004/99 Che Gazette of •tidia EXTRAORDINARY PART 11—Section 3—Sub-seetion (i) PUBLISHED BY AUTHORITY *.1, 11, 1931 NEW DELHI, WEDNESDAY,• APRIL l, 2009/CHAlTRA 11, 1931 I 2009 qrÄå. 2008 (2009 6) 79 zy-«g (I) (2) t, 1. 2. 1285 GU2009 (I) 7«, 2009 t I (2) 37 41, I 2009 32 33 38 40, (i) "üftfiqq"i 200* (2009 6) t; (ii) t; 2 THE GAZEITE OF • INDIA : EXTRAORDINARY (PART II—SEC. (iii) 2000 (2000 21) 24 (iv) art fifi-r$T 2000 3 (vi) "&Z« 2000 35 (vii) 2000 2 (q) (viii) (in) u-a-R,-tT zrzr fr•zrr xiii) 2 (1) (xiv) FTZIT aft* (fy) "URI" RI (xvi) 3..72.TQT 2008 (2009 6) 20Cü (2000 21) [11—Gug 3(i)] 3. 2000 (2000 21) 5. 50 i) (i) (ii) (iii) -.31e.ßT (iv) aft e-lü.rra XIII 7 (4) ibTZf 8. fä-q '3-1' 4 9(1) (qq) t, ,3.æaT *Fl-a kb 3 4 THE GAZETTE OF INDIA 30 (2) (1) (G) (U) gINT 81 3Fifä-q $1 q? qfiu-l *7111 1949. 1959 E-xrvcö a-ié•é 3-fi? a.fr? 5 26 t. 10 30 yam $1 1 (ii) 30 (u) 10 5 (ii) (10) $1 ZB tzrrq Zb 11 2 11 1 2 VT 1961 11 (1) (4) -üzrr i-m 13_ 14. (1) 6 16(1) THE GAZErrE OF INDIA : EXTRAORDINARY ft-a-r a;a.r4T [PART 11—SEC. 2 -rii fäAl (2) u-RT 13 (2) {2) 30 *rag 12 ii, (4) füq fäN (3) qt•i 17(1) *fra a-IPfr<1t ZB uqq a-dT $1 I (2) 3 -cfi (3) 15 vq-f*qq (1) 30 •h (4) 30 [I—eug 3(i) 21 18(1) afiq 1950 (2) q•rgm, — (i) a.m.ta•r g a•tf Ng (ii) .3tH 31en•r , Gi i) GI, (jay kay) (vi) t; I (vii) (viii) 8 GAZETTE OF NDIA : EXTRAORDINARY [PART [I—SEC. 3(i)] (xi) Bu--ei (xii) (xiii) •xiv) a-I-q h, v i) wee t qNT$T e.(Q.ßT 25 3 fkl 1 ft-qi -Q-tn 23 ll—eug 3(i)] (2) Gii) (3) (4) (q) 9 err* I GITVTT e-T2@T 20 (1) (2) 5 30 (1) q-rvtl Äq-q-q "HI-OT qa (1) 23 (2) 21 30 g--q-äfäq 30 3 I (2) 23 (3) 30 22(1) 25 1 6 128561109—2 10 FHE GAZETTE OF INDIA : EXTRAORDINARY [PART . Mi) I 4 24(1) (3) - i 25 m. *Til t 4 -a-ill I 26 -gT a-ITTfi-q-1N -fi wj-q-t-?f enm-<lu -i etq<l @lé-é T üfl-VTl 3-fr .3-!üe--11-3ü é3\T $1 y--q-f?r. a-a $1 11 (4) 34 (3) RTg qritrqx. 8 6 30 (5) e-mrn Ng 34 (3) 40 25 zrg q?re--n q•ré-g q (10) qtr-rr GTF:rr I (11) (O ag.m-r @ 30 3-12m (8) (12) (11) (13) 12 THE GAZETTE OF INDIA : [PART 11—SEC. (14) (11) Ebt qtf (15) 3421<1 qa (14) 14 (w) - (17) $1 (18) (19) (O e--ffü (q) (Qi) GA) tlü5 25(1) 35 (1) 1 1 5 342..TeT 50 ReM 3-11kru ReM I [11—7YUZ 3(i) J 35 (1) Zig I 26. 36 ' 27(1) 21 . * Rr$z (i) $1 gmui , (iv) , (v) Rli•é q•rvrr I O) (3) 13 14 (5) THE GAZETTE OF INDIA EXTRAORDINARY [PART 11—SCC. fäg F $1 Yu 13 f*-a-qi 3ifü-N-f&tf 43 (3) -a (Zb) m, 25 . (i ii) 1 5 .34ua-r 10 44 43 (l) 6b) 28 $1 49, (W) 54 $1 31 füsu-r z:rR 1872 (1872 1) 76 F.B amnu—X • 19 3(i)] (2) fig 60 58 (1) 33. 14 15 34 (1) arrqr 30 27 (q) rmzfia•zr (T) fir Gi) , 1961 g q•rtq (lii) g 16 THE GAZETTE OF [NDIA : EXTRAORDINARY [PAKT 11—SEC. 3(i)] qlztT (iv) (lii) @ zrr 1948 (1948 40) $1 3 ar@TW 34•rabT 1989 (52 53 6) (iii) (q) Zb 1948 (1948 50) 3 1989 3 (52 53 10). a. 1989 (52 53 10) 6 (a•q) fh?l k--h Hllfi-q-r?l eo -cbt 2B a--\ßä 30 7b 29 (4 \ f-a-a-?fi 24 30 e-TH7T (i) (i) (3) 1--TFITI aft-g I a (iii) (iv) 30] (lii) 3qa•r« (2) (a) zrqm—q (a) zrt -$ (8) t 30 29 t www.mca.gov.in qq (10) 27 30 i (11) -3-NET 3-N@T a-mm-Xil (1) 49T 35 60 (1) 20 (2) qgi t 14 e, I 21 ! 1285Gl/09—3 17 18 THE GAZETTE OF INDIA : EXTRAORDINARY R•qy ft-u-Hi [PARI' II—SEC. 30)] (vii) (viii) -cuf-h 26 48 U2XlR-Ufi -a •$1 •g-TVI 48 (5) / -«-åE1 ft-a-a (aqual a, 21 IZO -Ga-ra Éb-u-r 48 F.B 31-Q.RT 19 (9) GINI mzlT 2. 7 qQY1 $1 (10) C') 60 $1 (2) 3-xzra•r Rqh-é 7 $1 fig, zb zrlfiE5T 62 t, zrr•ÄZFT Qh 60 (9) Rusré (11) 60 (3) 62 (3) 22 I - 30 (12) (i) NTT G) 50 t Hi-q 30 ft) g-RT (ii) G) 20 THE (GAZE'l"iE 01, [NDIA (PART il--SI_c. 34 d-q (12) -Zl-qS2_Z 342-101 (12) 90 12 (1) $1 I (12) 60 ail ga-5 -e fifi-ft — o-TI? ill) m-ü-é 14 (u) 60 (l) eq (14) 2!) a-Fu -2 -$ -RI-QT -t a-sr ftqfré 60 fö 3F-u F: 3F-4 -ü q-ä ft-jul 21 Gi) (1) (16) F. Rqié a--ftqq (15) (i) 180 (17) (l) Gi) (iii) «rtq .3FV (V) (15) 30 22 — 30 36(1) (i) epar errå« www.mca.gov.in qvi Riza eifh Q-TFtraR 2000 11 Ill t I 22 THE GAZETTE OF INDIA : EXTRAORDINARY (i) qlé•a ; $T cr$r 38fh (i i i) ap.rz.n q•rq aft) ezrrq [PART II—SEC. 3(i)] €,--ntl Qra Ute--TÜT .3-æwr 3--4EtF q-vg VF-IT 12 31-27<1 23 (7) ap.ÄT (5) 30 e-P4AT 3-werzrr t 3.TiRTQi aæ.ßT Räri a, (9) R<ilé t, (10) z:nn 120 (11) (S) 3-ura•r zu 30 gurrq—XIV 37(1) - 24 t, Tre* a-TQ.RT 24 THE GAZETTE OF INDIA : EXTRAORDINARY [PART IL—SEC. 3(i)] afi I g-TM 3-;u-q-r qäu a-IT7fi-<1ü q•rq KFiT 1 (6) Tre — $1 30 YTk-T t--•q-l 38 (1) 3F$iR 17 17 (2) 19 5 14 ann-q-XV[-13 18 -t (2) 19 3(i)] (3) 25 4 14 40(1) 41 (1) earm—XVII 18 18 19 (3) 5 14 ; $•qfi-zi aan-a-XV111 (4) 39 22 7 a.T2.ÄT 69 aft [PART -rt-lE GAZETTE OF INDIA EXIRAORI)INARY 26 1 312.141 (u) * e.-nu OH) (31) 3. (ii) *ie4T, (#anfirq), f2fifiTQ [3(i)] 4. 5. 6. (m) .3itFfd (u) tb--4 2 10. (ZE) 11 *-dTH 11. 27 28 12 13. (q) (e.) THE GAZETTE OF INDIA EXTRAORDINARY 11 —SEC. Z?lf-z-r) 15 (ZE)) Gi) 3-FTUTRq Nz-g 2. fäq 3. 4 2. 3 4. 11—üUZ 3(i)] erzrtEFfiz:I, se.rq•T 1999 2008 GINT 3i-qfi•q qrn 11 QQ) * ail 29 30 5. 2. 3

5. TILE GAZETTE OF INDIA • * -gINT EXTRAORDINARY 11 —SLC. 3(1)] 3VÄ-f2-« : ufi s -q-r-éi-q-h-é 41±1 341@T€iU 30)] 31 qpfr<Tt t * 3-1fiRa Q) * (e#reTF) * *tell (?---q) [PART "—spa. 3(i)] THE GAZETTE OF INDIA : EXTRAORDINARY 32 -221 * qtl zrR q€f, qft;a I 9. * f-äQ. fä•q qnar« f$ur t q? NI-g-q-tt f-äg 7 a--}2.ßT 8 2 3 4 2. 3. 4. 5_ Af-ä a-pral q, aft ••-1T(d : (3) 2008 t (N-a1Htb (2) 2008 Efi I u-zrb•r u*iq 3 -€44 128561/09—5 33 34 2. 3

6. CAZETTE OF INDIA EXTRAORDINARY [PART (2) gre (i) -q-q a_TF--fr-q-R (3).*ä$'il, 2 giuftrl (ii) 35 10. 12. 13. 14. 15. 17. 18. 19. 22. 23. 0) a-re.ßT gh, $1 tr (iii) a, (iv) $1 I qa $1 aæzrt=nxi, (Qi) 16 (2) 17(1) $1) 20 (1) 24 20. $1 u. (qi-ea_ sea 36 24 _ 25

26. THE GAZETTE OF INDIA 11 *awq-u-r 3 20 if 25 -h -Ä) (Ji--$t _ 1) (ii) (iii) (i V) -t I-ul grl 37 4 8.10(8), 22 (2) 22(3)) HFtrzrq 2_ 3. 4. 2. 3. 4. 5. -ft * 1 (wen•qgq) Trafa•zr qi-q--;q 38 [PART 30)) THE GAZETTE OF INDIA EXTRAORDINARY : uta 5 ft-Trai -$ * -VI-PR q-&-q-ä-q q-R--a-å-q. 2008 25 7(4) a-g m-zft--qq-ft ä-é} a-æ 11—aqz 3(i)] 39 . -$1 -aft-al rra : zrR 5 a:ftQ I 40 THE GAZETTE OF INDIA : * -æpil q-tTT EXTRAORDINARY (PART so_c_ c-;u-r t) 4 a-fig) 11 2

3. GTR..... 1285Gl/09—6 42 * 11 3. * q-EH 6. 20 (l) THE GAZETTE OF INDIA EXTRAORDINARY (iü 20(2)) 6*q-re--R GIN.... 43 ait q#Ng-e *nx-q *Q-a-r . Qft-g-e 22(1)) I) Ill) V) 3 4. 5. 6. 44 7. 8. 9. 10 12. 13. 14 15. 16 11. THE GAZETTE OF INDIA q-dT -én-H EXTRAORDINARY q=j-e • •q-lfü--cq a-rä I 2 16 45 I 2 16 qa•r... „ a-req 1 2 16 *Fir aft I 46 (G) 3 g) 4. 6. 8. 10. 11_ THE GAZFTTE OF INDIA EXTRAORDINARY 7 10) 1:14 (Eh k.m.h (Lh k.l.L.R.h k.14.12.W (öl_lrp El.p») Inlh_h h.u L.E.P* (u.l# 22.A.@ l.hk* 11 J*.L U.I.k.A I.Ah 11 1.2b : A.Mh •g RI.>.IE (b) (9) (n) (E) (2) (h) l.i.lh] 48 2. 3. 4 5. 6

7. THE GAZETTE OF INDIA EXTRAORDINARY aft [PART II—SEC. 3-fiN (füq / / u-qm uqruvq a-frasrtl (q•rééé — a-ra : (i) (ii) (iii) (iv) Rrg — f-hT 3qaT< a-ft fitfåqq (i) (ii) (iii) -u--aft 3, 4 -i 342m r 11—aug 3(i)] 49 24) qrar—T : urg 40 ge.TT 25 1 qufq 3--tfr_ hTrz.rr ft-qs-q-e--ffT -Qi-Q arqq•r 2008 (WIN) .(3ßÄ) Ä•E.rzri a) eid 2 3 1285Gl/09—7 50 INDIA 2 EXTRAORDINARY 22 - (N34R) 3-114 Cuu 51 R$T, zrr 3-rerrrr (qsng) €#rur$gq... . Alg) 3TRnrt gINT @ I 11 g-ubT 'ta--TR 52 THE GAZETTE OF INDIA : EXTRAORDINARY [PART IPSEC. 7. a-ra *TAR qq-raq.... 12 (IT) -qufä 13. 53 15. . 16. 17. v•få: . «ræ:l 6*aTHN.... 7 10(8)) : qq•r 7(3) 2. 3. 4. 5. 6. 54 2 THE GAZETTE OF INDIA : EXTRAORDINARY 10 10 (g) gINT @Äi) 3ft [PART H q-r-q q-g-q-r-# 3 _ fäü *) 4. 5. 6. g. 9. 10. 11. 12. t.ifrtT I 3(i)] 55 (T) I : 180. 1949 afifiz:q, 1959 Erréé 11 t Ji0--$T -V-öGi Ill : t zfi $1 I -aft * yzrbT . 11 25(1) W) 2. 3. 31 I * qa•r 11 . [PART 11—SFC. THE GAZETTE. OF INDIA : EXTRAORDINARY 56 *fid) 4. 13(2) e. 11 5. 6. 3. 4. 5 9, -614 3ftf?---a 3(i)] 10. g a-PRT * -241 12853109—8 57 58 THE GAZETTE OF INDIA : EXTRAORDINARY gål' [PART 11 —SEC. q-q-;n-n f?1fÄ å3.n-fir;-r 11 12. -dft 13. * 3(i)] -h q•rtTT 10 59 60 THE GAZET[E OF INDIA : EXIRAORDINARY [PART 11--.SFC 11 I *w-4Q5R (afr 5 61 11 11 Tg 11 . [PART 11—SEC. 62 THE GAZETTE OF INDIA : EXTRAORDINARY ffr-q-r 63 12 2- 3. * 11 . * ft-a : * Fra 4. 2008 13 (2) a-IN•mr 64 THE GAZETTE OF INDIA : EXTRAORDINARY Tart-au 13 24(1)) gINT [PART 11 —SEC. 3(i)] (wtréi Ä•zrq 16 (2) 2. 3. 4. [11—wUS 3(i)] (AilT) 65 GIRT qilT) 30 $1 $1 24(1) 7TH) 14 33 *q4T 1932 2. 3. 1285Gl/09—9 66 THE GAZETTE OF INDIA • EXTRAORDINARY [PART [I—SEC. 3(i)] 2. #rfild qi-q#l 2 3. 4. 67 qrfi<Ttl qRq-å-q -d HI-q-a --$-q-#r -$ -a *tE--n 15 17 2. 3. 68 THE GAZETTE OF INDIA : F.XTRAORD\NARY 11 [PART 11— SEC. 4 füa I 11 [3(i)] 9. 2. 3. 4. 5. 6. 69 311th 17 (1) a-R.RT (4) 70 fö-a-r THE GAZETTE OF INDIA 16 R-r,-m--tf 17 EXTRAORDINARY 200B (fl6N) 2, 3, 4 16 38 (1) Q) 2. *--1R7 : 71 1932 g) (Rq/HN/ai)..... 4. 5. 6. 7. e, 2--117fi«r€T THE GAZETTE OF INDIA EXTRAORDINARY [PART [I—SEC. 36)) 9. 10. 11. 12. q•tt • 1961 13. 34 -0 -äfi.--d qlN) 14. -ft 17 *QQ-y 3-æ-a-r 15 Gil-a 16, 73 3(i)_] 17. 1B. 30 R•fü qrée «q qrg..... 1932 vrrR« ...ffTtu) . tpu.....,,_... 2008 71•q 1285G1109—10 HI-qi... THE GAZEECE OF INDIA . EXTRAORD[NARY [PART 11 —SEC. 2_ 3. 4. 5. 6. qj-4 -a $1 2) I flié-é XiU *-a-tq-G fü-a-r t) q-rfl) f?-zn 75 2. 3. 4. 6. 7. 18 2 3. * 2, 3 4 396) 406) tffr / 10 t 1 (wmggq)....,.,. 76 9. 11. 12. 13. 14 15 16. THE GAZETI'E OF iNDlA fä-q 1961 f fü-;-r / *aur 31få1*uq 1956 77 5 / wrq efre 18. Vt, 18 19. a•ufq 20. q•ptrq-rer 78 21. THE GAZETTE OF INDIA : EXTRAORDINARY [PART hl—spc. *Gun 1956 era-aq 22 _ ftF4T I 23. *44T 30 fäq nrüt RTH) 7TH) I 2008 Trg --6 -rrur 79 2. 3. 4. 5. -ö f2•-4T 2) gæq-reTRa. 19 32(1) 457 R) 80 THE GAZETTE OF INDIA : EXTRAORDINARY 31TGl 20 35(1)) [PART 11—SEC. 200b 58(1) -4 20 -€14 -ü El-fig) 2. ;.3'cF -G -«•q-n---o:f -aft 3. 4. 5. tbq q-léQi i G I 3-12.1-41 •+fiFä fö-4T 3-52747 C.B -gINT -gr-* -$3 I) (Aft GTI#1 9. afiq) 10. Qiruf-a-q u-fQN-rq -cfi f*-h -en-åT elf* föxr 81 12. 21 so(l) (ugi (342441 . qjT I 1285Gl/09—

11 82 THE GAZETTE OF INDIA : EXTRAORDINARY [PART [I—SEC. 22 3501) (17), 37(8) 41(4) 2. 3. 4. 5. 6. 7 8. 9. 1 2. *f-o-q qTH... 83 qfirar t-Tßfi•« 2008 GINI) -ft ,, 23 19(1) 2. 84 3. 4

4. THE GAZETTE OF INDIA : FXTRAORDINARY *qdT * fix-7 2 * / -q-a-l-(/ *qfäi-1 2 * / q-u-l-g / $1 30 $1 [PART 11—SEC. 3(i)] 87 200B q•rg..... 25 .a-n-ep•r. [PART 11—SEC. 3(i) 1 qi-q f"d-ä--fi 2 3. 4 5

6. THE GAZETTE OF INDIA : EXTRAORDINARY *ft-a •2-QI.2. gfä 2008 3fiT3f-a 89 ss(4) wrtru 27 90 THE GAZETTE OF INDIA • EXnAORDINARY [PART 11—SEC. 91 wrQu... z•r€7) . . ..(srq 2.....,,... 1 92 THE GAZETTE OF INDIA : EXTRAORDNARY [PART El—sc 1 11--•c gill 2. 3. 4. s. 6. 7. 93 34 (2) 34 2008 I qrg.....,,.--.. 94 THE GAZETTE OF INDIA : EXTRAORDINARY 28 34(3) PAKr II—SEC. 3 i (ar) gaga•Q .....-.....--* Bufo Ovfq I t tn..-.... VT) qrtrqt Tr qat %TQfaq 96 THE GAZETTE OF : EXR.AORDNARY 2. t u qq—Ä5) qpt<TQ 2008 mg I MR.....,,..... .... [PART IPSEC. n—avz 97 34(3) (e) ate vqm-« 98 THE GAZETTE OF NDIA : EXTRAORDINARY *-e.rrq [PART n—wz 3(i)] afiÄa5, 2008 I fäg 30 34(10) 99 2009 a 34 . . crq . 27 tie* / - IPSEC. NE GAZE*ITE OF NDIA : EXTRAORDINARY 100 41(1) a•d) 2. 3. 4. 701.. *fiq (5 --«•-m•qi) 10] 6. 8. 2. 3. 4. 2008 102 THE GAZETTE. OF INDIA : EXTRAORDINARY qera•r itq 500 / 2000 / SOOO / (u) 2. 3. fb-€T (g) f&f, 10 2 fibnj 10 t 10 50 / 100/ 150 200 / 103 (M) (q) g.) 18 18(3) q•rq 18(3) IO(s) (M) 36 (u) 36 äR1 Kur 2 3 4 13)f) 200 / sooo 100 / 60 / —«qq q-Ttr SOOO / —fiqg 1000/— 104 [PART II—SEC. 2 3 4 5 7 3 9 11 u-RT 60 / THE GAZETTE OF INDIA : EXTRAORDINARY (am 11(1 0) a-P.ßT 63) 5 5 5 5 5 5 5 5 t) 3) 3 4 2/1012008-Qtq«-V] 105 b"NISTRY OF CORPORATE AFFAIRS NOMFICATION New Delhi, the 1st April, 2009 GS.R. 229(E).- In exercise ofthe powas conferred by sub-sections (l) and (2) of Section 79 of the Limited Liability Partnership Act, 2008 (6 of 2009), the Central Governmen hereby makes the following rules, namely PRELIMIN ARY R. Short title and commencement. (l) These rules may be called the Limited Liability Partnership Rules, 2009. Rules 1 to 31, rules 34 to 37 and rule 41 of these rules shall come into force on the 1 st day of April, 2009; (b) rules 32 and 33, and rules 38 to 40 of these rules shall come into force on such date as the Central Govemment may, by notification in the OffciaJ Gazette, appoint

2. Dennitions.(1) In these N.Ies, unless the context otherwise requires,- (i) (iii) (iv) 128ElÆ9—14 "Act" means the Limited Liabiliw Parmership Act, 2008 (6 of 2009); "Annexure" means Annexure to these rules; "Certi&ing Authority" means a person who has been granted a license to issue a Digital Signature Certificate under section 24 of the Information Technolog Act, 2000 (21 of 2000); "Designated Partner Identification Nu±r" (DPIN) means an identification number which the Central Govemment may allot to any individual or nominee of a body corporate, intending to be appointed as designated partner of a 'limited liability partnership (LLP), for the purpose of his identification as such. 106 THE GAZETTE OF INDIA : EXTRAORDINARY (PART IPSEC. (v) (vi) (x) (xii) (..xiii) (xiv) "digital signature" means authentication of any electronic record by a subscriber by means of an eiectronic method or procedure in accordance with the provisions of section 3 of the Information Technology Act, 2000; "Digital Signature Certificate" means a Digital Signature Certificate issued under sub-section (4) of section 35 of the Information Technology Act, 2000; "electronic record" means electronic record as detined under clause (t) of section 2 of the information Technology Act, 2000; "electronic registry" means an electronic repository or storage system in which the infOrmation or documents are received, stored, protected and ".«eserved in electronic form; "Electronic mail (E-mail)" means message sent, received or forwarded in digital

form via a computer- based communication mechanism; 'Officer' includes any partner, designated putner, empieyee of the LLP, any person in accordance with whose directions or instructions the partners of the LLP have been accustomed to act and any person authorized to accept any savice on behalf of a k't'reign Limited Liability Partnership and partners of such foreign Limited Liability Partnership; "Pre-fll!'t means the automated process of data input by' the computer system from the database maintained in eicctronic registry, "Provisional Designated Partner Identification retérs to the prc.visional identification Number" number generated by the elec!ronic system setup by the Ministry of Corporate Affairs: "Registrar" means a R.egistrar as defined under clause e s) of sub-section (I) of section 2 of the Act; "Registrar's Front Office" means an office maintained by the Central Government or an agency 107 (xv) (xvi) authorized by it to facilitate e-filing of documents into the electronic registry and their inspection and viewing; 'section' means section of the Act; "website" means a location connected to the intemet that maintains one or more web pages; (2) 3. 4. (1) Words and expressions used in these rules and not defined shall have the meaning respectively assigned to them in the Limited Liability Partnership Act, 2008 (6 of 2009) and the Information Technology Act, 2000121 of 2000). Forms. (l) Every LLP shall use the forms annexed to these rules for the purposes of the Act. (2) Every LLP shall speciö' therein its limited liability partnership identification number (LLPIN). Authentication of electronic forms. The electronic form shall be authenticated by authorized signatories using 'digital signatures, as defined under the Information Technology Act, 2000 (21 of 2000). Fees. The fees payable in pursuance of the. various provisions of the Act and these rules shall be as mentioned in Annexure 'A'. (2) The fees payable in pursuance of the Act or any rule made or notification issued thereunder shalt be paid into the Public Account of India: 108 THE GAZETTE OF INDIA : EXTRAORDINARY 11—sæ. 6

8. Provided that the fees payable to the Registrar may be paid also through postal orders (where the amount inyolved does not exceed fifty rupees) or through bank drafts payable at and/or drawn on post offices or banks, as the case may be, located at the same city or town where the office of the Registrar is situated: Provided further that.where a payable to the Registrar is paid through posta\ orders or bank drafts as aforesaid, it shall not be deemed hate been paid unless and until the relevant postal orders or drafts are cashed and the amount credited: iso !haE. where application is filed through elecmnic Provided media ot through any other computer readable media, the user may choose one of the following payment options namely, (i) Credit C"ard•. or (ii) Internet Banking; or (iii) Remittance at the Bank Counter: or (iv) any other mode as approved by the Cenral Govemruel!f. The manner and conditions of filing, recording or registering of documents. thrmsx notices, statements, returns etc., shall be as laid down in ('hapter XIII of these rules. CHAPTER NATURE OF LIMITED LIABILITY PARTNERSHIP For the purposes or sub-section (3) of section 7, an individual shall give his prior consent to act as a designated partner to the limited liability partnership in

Form 9. For the purposes of sub-section (4) of section 7, the particulrs of an individual who has given his consent to act as designated partner shall be tiled in Form 4 along with fee as mentioned in Annexure 'A'. 9. (l) A person shall not be capable of being appointed as a designated partner ofa limited liability partnership, if he — has at any time within the preceding five years been (a) adjudged insolvent', or 109 (b). suspends, or has at any time within the preceding five years suspended payment to his creditors and has not at any time within the preceding five years made, a composition with them; (c) has been convicted by a Count for any offence involving moral turpitude and sentenced in tppect thereof to imprisonment for not less than six months; or. (d) has been by a Court for an offence involving section 3() of the Act. (2) The Central Governmnt may, by notification in the Official Gazette, remove the disqualification incurred by any person by virtue of clauses (a) or (b) of sub-rule (1), either generally or in relation to any limited liability partnership or limited liability partnerships specified in the notification

CHAPTER 111 DESIGNATED PARTNER'S IDENTIFICATION NUMBER 10(1) Every' individual or nominee of a body corporate, who is (2) (3) (4) intending to be appointed as designated partner of a limited liability partnership shall make an application electronically in Form 1 to the Central Govemment for obtaining Designated Partner Identification Number (DPIN). The Central Govemment shall proVide an electronic system to facilitate submission of application for the allotment of DPIN through a portal on the website of the Minisåy of Corporate Affairs. The applicant shall access the Form from the portal, fill-in the required particulars sought therein and use 'submit' ftmction provided therein upon which the system will electronically generate and indicate in the space provided a Provisional DPIN. A provisional DP[N generated online under sub-rule (3) by the applicant will remain' valid for a period of sixty days from tie date on which it was generated. 110 (5) (6) (7) (8) THE GAZETTE OF INDIA : EXTRAORDINARY (PART 11—SEC. (i) The applicant shall, after the allotment of provisional DPIN, submit an application to the Central Government along with the fee as mentioned in Annexure 'A' for the allotment of regular DPIN within sixty days from the date on which provisional DPIN was generated on-line, failing which the provisional DPIN will lapse. (ii) For making an application under sub-rule (i), the applicant shall take a print out of Form 7, affix his photograph in the space provided in that Form, enclose true copies of the proof of identity and proof of residence and physically sign the form at the place specified therein. The photograph and the proof of identity and residence shall be certified by any one of the following authorities:- (a) Gazetted Officer of the Central or State Government, (b) Notary Public, (c) Chartered Accountant. Cost Accountant or Company Secretary holding a certificate of practice under the Chartered Accountants Act, 1949, the Cost and Works Accountants Act, 1959 and the Company Secretaries Act, 1980 respectively. The Central Government shall process the applications received for allotment of DPIN under sub-rule (5), decide on such application and communicate approval along with the DPIN allotted or rejection thereof to the applicant by way of a letter by post or electronically or in any other mode, Within a period of one month from the receipt of such application: The DPIN so allotted is valid for the life time of such applicant and shall net be allotted to any other person in any case. Every designated partner shall intimate his consent to become a designated partner to the limited liability partnership and DPIN in Form 9 and the LLP shall intimate such DPIN to Registrar in Form 4. (9) (a) (i) Every designated partner, who has been allotted a DPD.I under these rules shall, in the event of any change in his particulars as stated in Form 7 under sub-rule (5), intimate such change(s) to the Central Government within a period of 30 days of such change(s) in Form IO: (b) (10) (ii) The concerned designated parmer shall also intimate such changes to the limited liability parmership or limited liability parmership(s) on which he is a designÜed partner within 30 days of such changes. The designated partners shall fill-in the relevant change(s) in prescribed Form 10, enclose a copy of the proof of the changed particulars duly certified in the manner specified in clause (ii) of sub-rule (5), affix signature at the place' specified, uld file the same to the Central GovemmenE. There shall be no fee for intimating the changes in particulars in Form 10. The Central Government, after being satisfied, through verification of such changed particulars from the enclosed copy of proof, shall incorporate the said change and infonn the designated parmer by way of a letter issued by post or electronically or in any other mode confirming effect of such change in the electronic database maintained by the Ministry of Corporate Affairs

CHAPTER IV INCQRPQRATJQN OF 11. 12

13. For the purposes of section I l, the incorporation document shall be filed in

Form 2 with the Registrar having jurisdiction over tie State in which the registered offce of the limited liability partnership is to be situated alongwith the fee as provided in Annexure ' A'. In case of foreign nationals residing outside India in countries signatory to the Hague Apostile Convention, 1961 and seeking to register a LLP in India, their signatures and address on the incorporation documents and proof of i&ntity, where required, shall be notariæd before the notaay of the country of their origin and be duly apostillised in accordance with the said Hague Convention. The statement to be filed along wiül the incorporation dounent under clause (c) of sub-section (I) of section 11 shall be in the format provided in Part B of Form 2. THE GAZETTE OF : EXTRAORDNARY [PART 14. (l) In the office of Registrar there shall be maintained a Register of LLPs in which the names of LLPs shall be entered in the Older in which they are registered. (2) Every LLP so registered shall be assigned a LLP identification number (LLPIN) in one consecutive series. 15(1) A document can be served on a limited liability partnership or a (2) partner or designated partner thereof through the following other modes- electronic transmission; courier For the purposes of this rule, "electronic transmission" means a communication - (i) (a) delivered by • (A) (B) facsimile telecommunication or electronic mail when directed to the facsimile number of electronic mail address, respectively, which the partnership or the partner or the designated partner has provided from time to time for sending communications to the partnership or the partner or the designated partner respectively; posting on an electronic message board or network that the partnership or the partner or the designated partner has designated for those communications, and which transmission Shakl be validly delivered upon the posting, or other means of electronic communication as to which the LLP or the partner or the designated partner has placed in effect reasonable measures to verify that the sender is the person purporting to send the and (b) that creates a record that is capable of retention, retrieval and review, and that may thereafter be rendered into clearly iegible tangible form. 113 16. 1285Gl/09—15 (ii) (1) (2) (3) (4) (1) (2) Courier means a document sent through a courier which provides the proof of delivery. A limited liability .partnership shall give an ad&ess for service of documents within the . jurisdiction of the Registrar where its registered offce is situate. Such address shall include the postal code and e-mail address. The limited liability partnership, may, in addition to the registered offce address, declare any other address as its address for service of documents, under sub-section (2) of section 13, in the manner as laid down in the limited liability partnership agreement. Where the limited liability partnership agreement does not provide for such manner, consent of all partners shall be required for declaring any other address' as the address for service of documents. The intimation of other address for service of documents to LLP shall be given to the Registrar in Form 12, within thirty days of complying with the requirements of sub-rule (2) above along with the fee as mentioned in Annexure The effective date for the service of documents to LLP at the other address declared by the LLP cannot be prior to the date of filing of document under sub rule (3). The limited liability partnership may change its registered offce from one place to another by follöwing the procedure as laid down in the limited liability parmership agreement. Where the limited liability partnership agreement does not provide for such procedure, consent of all partners shall be required för changing the place of registered Qffice of limited liability partnership to another Provided that where the change in place of registered office is from one State to another State, the limited liability partnership having secured creditors shall also obtain consent of such secured creditors. For the purposes of sub-section (3) of section 13, notice of change of place of registered office shall be given to Registrar in Form 15, within 30 days of complying with the requirements of sub-rule (l), in case of change of 114 GAZETTE OF (NDIA : EXTRAORDINARY [PARI (3) (4) (5) registered ottice within the same state, and within 30 days of connplying with sub-rule (4) in case of change of repistered office from one stale 10 another state, along with tmentioned in Annexure • A • , Where Lhere is any conviction. ruling. order or judgment of an) Court, tribunal or other authority against the limited liability partnership, the particulars of such prosecutions initiated against or show cause notices received by the liluited liability partnership for thc alleged offences under the LLP Act shall be stated in the notice of change of place of registered office Io be tiled with the Registrar. the change in place of registered office is from one stale another state, the limited liability partnership shall publish a general notice, not tess than 21 days before filing an) notice with I{egistrar. in a daily newspaper published English and in the principal language of the district in the registered office of the limited liability partnership is situated and circulating in that district giving •lice ef change of registered office. Where the change in place of registered office is from one place to angjther place within the state from the jurisdiction of ene Regisrrar to the jurisdiction of

another Registrar or from one state to anoLher slate, the limited liability partnership shall file the notice in Form 15 with the Registrar from where the limited liability partnership proposes to shift its registered office with a copy thereof tör the information to the Registrar under whose jurisdiction the registered office is proposed to be shifted. 18 (I) The name of the limited liability partnership shall not be one prohibited under the Emblems and Names (Prevention of Improper Use) Act, 1950. (2) A name shall not generally be reserved, if - (ii) it includes any word or words which are offensive to any section of the people; the proposed name is the exact Hindi or English translation of the name of an existing limited liability partnership in English or Hindi, as the case may be; 3(i)] (iii) (v) (vi) (vii) '(viii) (x) (xi) (xii) 1 15 the proposed name has a close phonetic resemblance to the name of a LLP in existence, •for example, J.K. LLP., Jay Kay LLP; it includes the word Co-operative, Sahakari or the equivalent of word 'co-operative' in the regional languages of the country; it connotes the participation or patronage of the Central or State Government, unless circumstances justify to, e.g., a name may be deemed undesirable in certain context if it includes any of the words such as National, Union, Central, Federal, Republic, President. Rashtrapati, etc; the proposed name contains the words 'British India'; the proposed name implies association or connection with any Embassy or Consulate or of a foreign government which suggests connection with local authorities such as Municipal, Panchayat, Zila Parishad or any other body connected with the Union or State Government; the proposed name is vague like D.LM.O. Limited liability partnership or I.V.N.R. Limited liability partnership or S.S.R.P Limited liability partnership; it is . different from the name or names of the existing limited kiability partnership only to the extent of having the name of a place within brackets before the word 'limited liability partnership', for example, Indian Press (Delhi) LLP should not be allowed in view of the existence of the LLP named Indian Press LLP; it includes name of registered Trade mark, unless the consent of the owner of the trade mark has been produced; the proposed name is identical with or too nearly resembles the name of a firm or LLP or company incorporated outside India and reserved by such firm, LLP or company with the registrar in accordance with these rules; it is identical with or too nearly resembles the name of the limited liability partnership or a company in 116 THE GAZETTE OF INDIA : EXTRAORDINARY [PART 3(i)) (xiv) liquidation or it is identical with or too nearly resembles names of the LLP or a cornpany which is struck ofT, up to the period of 5 years; it includes words like 'Bank'. 'Insurance' and 'Banking'. •Venture capital' or •mutual fund' or such similar names without the approval of the regulatory authority; it is intended or likely to produce a misleading impression regarding the scope or scale of its activities which would be beyond the resources at its disposal: the proposed name includes words like French, British, German etc., unless the partners satisfy that there is some form of collaboration and connection with the foreigners of that particular country or place, the name of which is incorporated in the name: (3) (4) (xvi) the proposed name of iimited liability partnership tnciudes the words company secretary, chartered accountant, advocates or such similar words as indicative of a profession, as part of the proposed name. the same shall be allowed only after obtaining approval from the Council governing such or such authority as may be nominated by the Central Government, in this behalf. A iöreign LLP or a foreign company may on payment of fee as rnentioned in Annexure apply in Form 25 to the Registrar tor reserving its existing name by which it is registered in the country of its regulation or incorporation: Provided that such reservation shall be valid for three years but rnay be renewed on a fresh application along with payment as provided in Annexure •A'. An application for reservation of name with which the proposed limited liability partnership is to be registered or for change of name, as the case may be, shall be made to the Registrar having jurisdiction where the registered office of the limited liability partnership is to be situate. 117 (5) (6) (2) (3) (4) Every such application shall be in Form 1 and be accompanied by fee as mentioned in Annexure 'A' and the Registrar shall inform to the applicant for reservation or non •reservation of the changed name or the name with which the proposed LLP is to be registered ordinarily within seven days of the receipt of application. Where the Registrar informs applicant about reservation of narhe with which the LLP is to be registered or changed name, as the case may be, such name shall be available for reservation for a period of three months from the date of intimation by the Registrar. A limited liability partnership or a body corporate or any other entity which already has a name which is similar to or which too nearly resembles the name of a limited liability partnership incorporated subsequently, may apply to the Registrar in Form 23 to give a direction to that limited liability partnership incorporated subsequently to change its name. The application under sub-rule (l) shall state - (i) the LLPIN of limited liability partnership, or the CIN of the company or the registration

number of the other entity as the case may be; the name with which the limited liability partnership or the company or any other entity was incorporated or registered; the younds of objection to the name of the limited liability partnership incorporated subsequently. The application shall be verified by the person making it. The person making the application shall attach - (a) the authority under which he is making such an application; 118 THE GAZI 'CTE OF INDIA EXTRAORDINARY [PART II—SEC. 3(i)} (2) (b) a copy of the incorporation certificate of the limited liability partnership or the company or the registration certificate of the entity, as the case may be, (5) The application shall be accompanied by a fee as mentioned in Annexure 'A'. "[he limited hability pannership may change its name by following the procedure as laid down in the limited liability pafinership agreement. Where the limited liability partneßhip agreement does no). provide such procedure. consent of all partners shall be required for changing the name of the limited liability partnership. Notice of change of name shall be given to the Registrar in Form 5, within 30 days of complying with requirement of sub-rule (l), along with a fee as rnentioned in Annexure 'A'. The Registrar on being satisfied that the changed name is the one as reserved by him shall issue a fresh certificate of incorporation in the new name and the changed name shall be effective from the date of such certificate

CHAPTER V Partners and their relations For the purposes of sub-section (2) of section 23. every limited liability partnership shall file information with regard to the limited Eiabilit} partnership agreement in

Form 3 with the Registrar within thirty days of the date of incorporation alongwith the lée as provided in Annexure • A': Provided that any change made in the limited liability partnership agreement shall be filed in Form 3 within thirty days OF such change alongwith the fee as provided in Annexure 'A'. For the purposes of sub-section (3) of section 23, every limited liability partnership shall file information with regard to the limited liabiliß partnership agreement referred 10 in such sub- section, in Form 3 with thc Registrar within thirty days of the ratification by all the partners alongwith the as provided in Annexure 'A • . For the purposes of sub-section (l) of section 25, every partner shall intimate change in his name or address to the limited liability partnership in Form 6. 11—wg 3(i)] (2) (3) (4) (5) 119 For the purposes of sub-section (2) of section 25, where a person becomes or ceases to be a partner or where there is any change in the name or address of a partner, the limited liability partnership shall file with the Registrar, a notice in Form 4. For the purposes of sub-section (3) of section 25, in respect of notice of a person becoming a partner, the Form 4 shall include a statement signed by the incoming partner that he consents to become a partner. The form shall be accompmied by a certificate from a Chartered Accountant in practice or Cost Accountant in practice or a Company Secretary in practice that he has verified the particulars from the books.and records of the limited liability partnership and found them to be true and correct. The fees to be paid to the registrar in pursuance of sub-section (3) of section 25 shall be as mentioned in Annexure 'A'

CHAPTER VI Form of Contribution 23(1) The contribution of -each partner shall. be accounted for and (2) disclosed in the Accounts of the LLP along with nature of contribution and amount. The contribution of a partner consisting of tangible, movable or immovable or intangible property or other benefits brought or contribution by way of an agreement or contract for services shall be valued by a practicing Chartered 'Accountant or by a practicing Cost Accountant or by approved valuer from the panel maintained by the Central Government. CHAPTER Financial Disclosures 24 (1) Every limited liability partnership shall keep books of accounts which are sufficient to show and explain the limited liability partnership's transactions and are such as to— disclose with reasonable accuracy, at any time, the (a) financial position of the limited liability partnership at that time; and 120 (2) (3) (4) (5) (6) (7) (8) THE GAZETTE OF INDIA : EXTRAORDINARY fPART IPSEC. (b) •enable the designated partners to ensure that any Statement of Account and Solvency prepared under this rule complies with the requirements of the Act. The books of account shall contain— (a) (b) (c) (d) particulars of all sums of money received and expended by the hmited liability partnership and the matters in respect of which the receipt and expenditure takes place; a record of the assets and liabilities of the limited liability partnership; statements of- cost of goods purchased, inventories, work- in- progress, finished goods and cost of goods sold; and any other particulars which the partners may decide. The books of account which a limited liability partnership is required to keep shall be preserved for eight years from the date on which they are made. For the purposes of sub-section (3) of section 34, every limited liability partnership shall file the Statement of Account and Solvency in

Form 8 with the Registrar. within a period of thirty days from the end of six months of the financial year to which the Statement of Account and Solvency relates. The fees to be paid to the Registrar in pursuance of sub-section (3) of section 34 for filing the Statement of Account and Solvency shall be as mentioned in Annexure 'A'. A limited liability partnership's Statement of Account and Solvency shall be signed on behalf of the limited liability partnership by its designated partners. The Statement of Account and Solvency of a li_mited liability partnership shall be signed by the designated partners of the LLP and each designated partner shall be taken to be a party to its approval unless he shows that he took all reasonable steps to prevent their being approved and signed. The accounts of every limited liabifity partnership shall be audited in accordance with these Provided that a limited liability partnership whose turnover does not exceed, in any financial year, forty lakh rupees. or whose contribution does not exceed twenty-five lakh rupees shall not be required to get its accounts audited: Provided further that if partners of such limited liability partnership decide to get the accounts of such LLP audited, the accounts shall be audited in accordance with these rules: L 11—agug 3(i)] (9) (10) (11) (12) (13) 121 Provided also that where the partners of such LLP do not decide for audit of the accounts of the LLP, such LLP shall include in the Statement of Account and Solvency a statement by the partners to the effect that the partners acknowledge their responsibilities for complying With the requirements of the Act and the Rules with respect to preparation of books of account and a certificate in the form specified in Form 8. A person shall not be qualified for appointment as an auditor of a limited liability partnership unless he is a Chartered Accountant in practice. An auditor or auditors of a limited liability partnership shall be appointed for each financial year of the LLP for auditing its accounts. The designated partners may appoint an auditor or auditors— (a) at any time for the first financial year but before the end of the first financial year, (b) at least 30 days prior to the end of the each financial year (other than the first financial year), (c) to fill a casual vacancy in the office of auditor, including in the case when the tumover or contribution of a limited liability partnership exceeds the limits specified under sub-rule (8), or (d) to fill up the vacancy caused by of an auditor. The partners may appoint an auditor or auditors where the designated partners have power to appoint under sub-rule (l l) and have failed to appoint. An auditor or auditors of an LLP shall hold office in accordance with the terrns of his or their appointment and shall continue to hold such office till the period — (a) the new auditors are appointed, or (b) they are re-appointed. (14) Where no auditor has been appointed under sub-rule (l I), any auditor in office shall be deemed to be re-appointed, unless — (4) the limited liability partnership agreement requires actual re- appointment, or (b) the majority of partners have determined that he should not be re-appointed and have given a notice to this effect to the LLP. 122 THF, GAZETTE OF INDIA : EXTRAORDINARY (PART 11—-SEC. Provisions of sub-rule (14) shall be applicable without prejudice to the provisions of the rules relating to removal and resignation of auditors under this chapter. A notice specified under clause (b) of sub-rule 14 - (a) may he in hard copy or electronic form. and rnusl be authenticated by the person or persons giving it. on auditor appointed bv the limited liability irl-aersilip may be fixed by the designmed partners or by following the ocedure as hFd down in the limited liabiiity partnership agreement. Ihe partners a liniited liability partnership may remove an auditor any time By following the procedure as laid down in the office at nn iled liabi nel•ship agreement. where the or ali partnership agreement does not provide för Niii_ilior. consent of all the partners shall be required för his office. Inay resign his office hy depositing a notice in \ a) . •xn auditor ot an 1.1 Io Ihar_ efiect the Ll_.P's registered office. B) \Vhere an auditor is unwilling to be re-appointed. he shall give a notice in writing to that eiTect at the registered office, not less than 14 days be;ore the end oi lhe tillie allowed for appointing thc new auditor. ' (a) or (b) is not •effi-•ctive unless it is accompanied Che notice lhe circumstances connected with his ceasing to hold the staternenl auditor•s collies to an end as on the date on which the notice is ecpo.s;itul on such later date as may be specified in the notice. ot' sub section (l) of section 35. every limited liability _ the purpose, partnership Shal! file an annual return with the Regi.strar in Form 11. (2) 'lhe annual return of' an [ILP having turnover upto five crore rupees during the corresponding financial year or contribution upto fifty lakh rupees shall be accompanied with a certificate from a designated partner. other than the signatory to the annual return, to the effect that annual return contains true and correct information. In all other cases, the annual 26. 3(i)] return shall be accompanied with a certificate from a Company Secretary in practice to the effect that he has verified the particulars from the books and records •of the limited liability partnership and found them to be true and correct. (3) The fees to be paid to the Registrar in pursuance of sub-section (l) of section 35 for filing the

annual return shall be as mentioned in Annexure The documents to be kept by the Registrar under section 36 shall be available in the registry on payment of fee as mentioned in Annexure 'A' for inspection by any person and for obtaining any certified copy thereof. DESTRUCTION OF OLD RECORDS 223 27(1) The Registrar shall preserve the documents permanently as specified in Annexure 'B' to these rules. (2) Subject to previous order of the Registrar, the records in the office of Registrar may be destroyed after the expiry of the period of their preservation as specified below:- (a) Records to be preserved for 21 years: All papers, registers, refund orders and correspondence relating to the limited liability partnership liquidation accounts. (b) Records to be preserved for 5 years: (i) (iii) (iv) (v) copies of Government orders relating to limited liability partnership; registered documents of limited liability partnership which have been fully wound up and finally dissolved together with correspondence relating to such limited liability partnership; papers relating to legal proceedings from the date of disposal of the Case and appeal, if any; copies of statistical returns furnished to Government", all correspondences including correspondences relating to scrutiny of accounts, annual returns, prosecutions, reports to the Central Government and the Tribunal and the correspondences relating to complaints: Provided that in case of prosecution matter, the date is to be recorded from the date of disposa.l of the case and appeal, if any. (c) 'Records to be preserved for three year-s- 124 (3) (4) THE GAZETTE OF INDIA : EXTRAORDINARY [PART 11—SEc. AIJ books. records and papers, other than those specified in sub-rule (l), clauses (a) and (b) of sub-rule (2), Sub-rule (3) and sub-rule (4). (ii) Routine correspondence regarding payment of fees, additional filing fees and correspondence about the return of docurnents. 'lhe registered documents specified in Annexure 'C' to these rules relating to any limited liability partnership in operation shall be preserved for the period indicated against them in the said Annexure. Registered documents of foreign limited liability partnerships which cease to have any place of business in India shall be destroyed after expiry three years from the date such limited liability partnerships cease to have any place of business in India. I'lne Registrar shall maintain a Register of destroyed documents in two parts. in the form set out in the Annexure •D to these rules, wherein he shall enter brief parliculars of the records destroyed and shall certify therein thc date and mode of destruction. 'i"hc provisions of these rules shall be in addition to and not in derogation of the rules for the destruction of office records connected with accounts (containing in Appendix 13 to the Compilation of the (Genera) Financial Rules) and the period prescribed under Record Retention Schedule for Records common to all departments and such other rules

CHAPTER IX INVESTIGATIONS 28. For the clause (a) of sub-section (3) of section 43, an application by lhe partners to investigate into the affairs of the limited]iabiliw partnership. shall be made, along with such security, for an amount calculated on the fo[lowing scale but not exceeding twenty five lakh rupees. for payment of costs of the investigation: Amount of Security Turnover (Rs.) [as stated in the Statement of Account the immediately of Solvency fur preceding financial } ear] IJ pto I Crore 2 Lakh (ii) Crore or more but less than 5 5 Lakh crore (iii) 5 Crore or rnore but less than IO IO Lakh crore IO Crore or more 25 Lakh Explanation.- In the absence of Statement of Account and Solvency for the preceding financial year, such amount of security as may be fixed by the Central Government

29. For the purposes of section 44, an application by the partners under clause (a) of sub section (l) of section 43 to investigate the affairs of the limited liability pa.rtnership. shall be made alongwith the deposit of such security as calculated in the manner specified in rule 28

30. The fee payable for furnishing a copy of the Inspector's report in pursuance of clause (b), sub section (2), section 49 shall be five rupees per page or fractional part thereof

31. For the purposes of, section 54, a copy of the report of any inspector or inspectors, shall be authenticated either (a) by the eommon seal.if any, of the limited liability partnership whose affairs have been investigated into; or by a certificate of a public officer having the custody of the report, under and in accordance with the provisions of section 76 of the Indian Evidence Act, 1872 (l of 1872)

CHAPTER X CONVERSION TO LIMITED LIABILITY PARTNERSHIP 32 (1) The Regisü•a.r shall, on conversion of a firm, private company or an unlisted public company into limited liability partnership, issue a Certificate of Registration under his seal in

Form 19. (2) In the. event, Registrar has refused the registration, the applicant finn or private company or unlisted public company, as the case may be, may apply to the Tribunal within sixty days from the date of receipt of such intimation of refusal

33. For the purposes of the proviso to sub-section (l) of section 58, where the firm, private company or unlisted public company has been converted into limited liability partnership, an intimation of such conversion to the concerned Registrar of firms or Registrar of Companies, as the case may be, shall be given in

Form 14 within fifteen days of the date of registration of the LLP

CHAPTER X1 FOREIGN LIMITED LIABILITY PARTNERSHIP 34(1) A foreign limited liability partnership shall, within thirty days of establishing a place of business in India, file with the Registrar in

Form 27 — 126 (d) (d) OF INDIA : EXTRAORDINARY of the certificate of incorporation or registration and • constituting or defining the constituäen of the limited liability partnership: he full addre:ss of the registered or principal office of the iability partnership in the country of its incorp')l at iorc. Iddrcss of the office of thc liinited liability irl India which is to be deeined as its principal usiness in India: and list ('f pcu•tners and designated partners. if any, and the nalnes Gird addresses of two or more persons resident in India. audu_wized to accept on behalf of thc limited liability partnership. service of process and any notices or other documents required to bi. served on the limited liåbility "'hith liability partnership is incorporated in any of the Commonwealth, the copies of the sub-rule (l) shall be certified as true copies - of the Government to whose custody the •nnn)ilted (Public) in that Part of the (ommonwealth; or an Leer of the limited liability partnership. on oath perscjn having authority to administer an oath in Cornmonwealth. If the Linlited I.iability Partnership is incorporated in a country ("ornmonwealth but is a party to the Hague that falls outside Apostile Conventia: (a) the copies of the documents reterred to in sub-rule (l) shall be certified by an official of lhe Government to whose custody the original is committed and be dulv apostillised in accordance with Hague Convention; (b) a list of the partners and designated partners of the LLP, nanie and address of persons resident in India, accept notice on behalf of the Limited i! Inership shall be duly notarized and be . in lhe country of their origin in accordance \Kith Hague Convention. 127 If the limited liability partnership is incorporated in a country outside the Commonwealth and is not a party to the Hague Convention, the copy of the incorporation documents referred in sub-rule (l) shall be certified - (a) by an official of the Government to whose custody the original is committed ; or (b) a Notary (Public) of such country ; or (c) by an officer of the limited liability partnership. (iv) The signature or seal of the official referred to in sub-clause (a) of clause (iii) or the certificate of the Notary (Public) referred to in sub- clause (b) of that clause shall be authenticated by a Diplomatic or Consular Officer empowered in this behalf under section 3 of the Diplomatic and Consular OtTlcers (Oaths and Fees) Act, 1948 (XL of 1948), or where there is no such officer, by any of the officials mentioned in section 6 of the Commissioners of Oaths Act, 1889 (52 and 53 Vic. C. IO), or in any Act amending the same. (v) The certificate of the officer of the limited liability partnership referred to in sub-clause (c) of clause (iii) shall be signed before a person having authority to administer an oath as provided under section 3 of the Diplomatic and Consular Officers (Oaths and Fees) Act, 1948 (XL of 1948), or as the case may be, by section 3 ot' the Commissioners of Oaths Act, 1889 (52 and 53 Vic, C. 10) the status of the person administering the oath in the latter case being authenticated by any official specified in section 6 of the Commissioners of Oaths Act, 1889 (52 and 53 Vic. C. IO) or in any Act amending the same. (i) If any alteration is made or occurs in (3) (a) the instrument constituting or defining the constitution of a limited liability partnership incorporated or registered outside India; (b) the registered or principal office of a limited liability partnership incorporated or registered outside India; or if any, of a limited (c) the partner or designated partner, liability partnership incorporated or registered outside India, 128 THE GAZETTE OF [NDIA EXTRAORDINARY [PART the föreign limited liability partnership shall file in Form 28 such alterations with the Registrar within sixty days of the close of the financial year. (ii) If any alteration is made or occurs in- (a) (b) (c) the certificate of incorporation or registration of lirnited liability partnership incorporated or registered outside India; the name or address of any of the persons authorized to accept service on behalf of a foreign limited liability partnership in India: or the principal place of business of foreign limited liability partnership in India. lhe limited liability partnership shall file in Form 29 such alterations with the Registrar within thirty days from the date on which the alteration was Inade or occurred. (4) Every föreign limited liability partnership shall tile with the Registrar lhe Statement of Account and Solvency in Form 8 in accordance with provisions of rule 24 duly signed by the authorized representatives within a period of 30 days from the end of six months of the financial (S) (i) If any document as is mentioned in sub-rule (l) or (3) is not in the English language. there shall be annexed to it a certified translation thereof. (ii) the translation of documents into English required to be filed with the Registrar in pursuance of sub-rule (l) or (3) shall be certified to be correct in the manner as provided in clause (iii) or clause (iv) of this sub- rule, as the case may be. (iii) Where any translation is made outside India, it shall be authenticated in the manner specified in sub-rule (2). 129 (iv) Where such translation is made within India, it shall be authenticated- (a) by an Advocate, Chartered Accountant, Company Secretary or Cost Accountant; or (b) by an affidavit of a person who, in the opinion of the Registrar has adequate knowledge of the language of the original and of English. (6) Every foreign limited liability

partnership shall cause the name of the foreign limited liability partnership and of the cotmtry in which the limited liability partnership is incorporated, to be stated in legible English characters in all invoices, official correspondence and publications of the limited liability partnership. (7) (a) where any such limited liability partnership makes default in delivering to the Registrar the names and addresses of persons resident in India who are authorized to accept on behalf of the limited liability partnership service of process, notices or other documents; or (b) if at any time all the persons whose names and addresses have been so delivered are dead or have ceased so to reside, or refuse to accept service on behalf of the limited liability partnership or for any reason, cannot be served; a document may be served on the limited liability partnership by leaving it at, or sending it by post to, any place of business established by the limited liability partnership in India. (8) If any foreign limited liability partnership ceases to have a place of business in India, it shall give notice to the Registrar in Form 29 within 30 days of its intention to •ciose the place of business and as from the date on which notice is so given, the obligation of the limited liability partnership to file any document to the Registrar shall cease, provided it has no other place of business in India and it has filed all the docunmts due for filing as on the date of the notice. Every documqnt which is required to be filed by any foreign (9) limited liability partnership shall be filed in the electronic form to the Registrar having jurisdiction over New Delhi, through the portal maintained by the Ministry of Corporate Affairs on its. website wy,rw.mca.gov.in. 1285Gi/09—17 130 TliF OF INDIA : „rar on registration of Form 27. issue a certificate The establishment place of business in India by the toreign limited liability partnership ill Form .30. . 30 n i ee.isterine anv larni vr Inen!ioned in Annex ur e paid 10 Registrar ft)r fiiillg or delivery or document required by this Chapter the tu: as CHAPTER XII COMPROMISE, ARRANGEMENT OR RECONSTRUCTION OF N) LiABILlTV ERSHIPS. oi section 60 ti•r an order under stin-sectien (t or creditors and ineetir;o creditors Lifticavit. A copy of the partners be supported In shali be annexed to the proposed Gi."uprcunise vr arrangeLn as an exhibit [hereto. affidavit in support thereof sha\l be u i For rn 20, re iimited liühility partnership is not the applicant, a copy lhe sutun•arvs and ot lhe affidavit Shai} be served on the limited liability partnership. or, where the linoited liabi kit)' partnership is being wound-up. its liquidator. less than 14 days before the date fixed tor the hearing of the surnmons. The summons shall be in Form 21. (3)(a) Upon the hearing of the summons or any adjourned hearing thereof, the Tribunal shall, by order. unless it thinks fit for any reason to dismiss the summons, give such directions as it may think necessary in respect of the following matters: (i) (iii) determining the creditors and/or of partners whose meeting or meetings have to be held for considering the proposed compromise or arrangelnent', tixing the time and place of such meeting or meetings: appointing a chairman for the meeting or chairmen for the meetings to be held; 3(i)] (4) 131 (iv) (v) (vi) (vii) fixing the quorum and the procedure to be föllowed at the meeting or meetings, including voting by proxy; determining the values of the creditors and/or the partners, , as the case may be, whose meetings have to be held; notice to be given of the meeting or meetings and the advertisement, if any, of such notice; the time within which the chairman of the meeting is to report to the Tribunal the result of the meeting; and (viii) such other matters as the Tribunal may deem necessary. (b) The order made under clause (a) shall be in accordance with the rules as may be laid down in this behalf. (i) Voting by proxy shall be permitted, provided a proxy in Form 26 duly signed by the person entitled to attend and vote at the meeting is filed with the limited liability partnership at its registered office not later than 48 hours before the meeting. (ii) Where a body corporate which is a partner or creditor of a limited liability partnership, authorizes any person to act as its representative at the meeting of the partners or creditors of the limited liability partnership, as the case may be, a copy of the authorization of such person to act as its representative at the meeting, and certified to be a true copy by a designated partner or other authorised officer of such body corporate, shall be lodged with the lünited liability partnership at its registered office not later than 48 hours before the meeting. (5) The notice of the meeting to be givén to the creditors and/or partners, shall be in accordance with the rule laid down in this behalf, and shall be sent to them individually by the chairman appointed for the meeting, or, if the Tribunal so directs, by the limited liability partnership (or its Liquidator), or any other person as the Tribunal may direct, by post under certificate of posting to their last known address not less than 21 clear days before the date fixed for the meeting. It shall be accompanied by a copy of the proposed compromise or arrangement alongwith statement showing material interest of the designated partners, if any, and a form of proxy. 132 THE GAZETI'E OF INDIA : EXTRAORDINARY (6) The notice ot' the meeting shall be advertised, if so decided by the Tribunal. in such newspapers and in

such manner as the Tribunal may direct. (7) Every creditor or partner entitled to attend the meeting shall be furnished by the limited liability partnership, free of charge and within 48 hours of a requisition made for the same, with a copy of the proposed compromise or arrangement. The chairman appointed ibr the meeting or the limited liability partnership or other person directed to issue the advertisement and the notices of the meeting shall file an affidavit not less than 7 days before the date fixed for the holding of the meeting or the holding of the first of the meetings, as the case may be, showing that the directions regarding the issue of notices and the advertisement have been duly complied with. In default thereof, the summons shall be posted before the Tribunal for such orders as it may think fit to make. (9) The chaiman of the meeting, or where there are separate meetings, the chairman of each meeting shall, within the time fixed by the Tribunal. or where no time has been fixed, within seven days after the conclusion of the meeting, report the result thereof to the Tribunal. The report shall state accurately the number of creditors or the partners, as the case may be, v.'ho were present and who voted at the meeting either in person or by proxy, their individual values and the way they voted. (I O) (i) Where the proposed compromise or arrangement is ayeed to, with or without modification, as provided in sub-section (2) of section 60, the limited liability partnership, or its Liquidator, as the case may be, shall, within seven days of the filing of the report by the chairman, present a petition to the Tribunal for confirrnation of the compromise or arrangement: Provided that where a compromise or arrangement is proposed for the purposes of, or in connection with, a scheme for the reconsüuction of any limited liability partnership or the amalgamation of any two or more limited liability partnerships, the petitioner shall pray for appropriate orders and directions under section 62. 133 (ii) Where the limited liability partnership fails to present the petition tmder clause (i) for confirmation of the compromise or arrangement as aforesaid, it shall be open to any creditor or parmer as the case may be, with the leave of the Tribunal, to present the petition for confirmation and the limited liability partnership shall be liable for the costs thereof. (iii) Where no petition for confirmation of the compromise or arrangement is presented to, or where the• compromise or arrangement has not been approved by the rquisite majority under sub-section (2) of section 60 and eonsequently no petition for confirmation could be presented, the report of the chairman as to the result of the meeting made under sub-rule (9) shall be placed for consideration before the Tribunal for such orders as may be necessary. (11) An order made by the Tribunal as mentioned in sub-section (3) of section 60 and sub-section (3) of section 62 shall be filed with Registrar concemed in Form 22 along with fee as mentioned in Annexure 'A'. Explanation.- In computing the period of 30 days from the date of order, the requisite time for obtaining a certified copy of order shall be excluded. (12) (i) An arrangement for revival and rehabilitation of any LLP may be proposed, - (a) (b) (c) where on a demand by the creditors of the LLP representing fifty per. cent or more of its outsta.nding amount of debt the LLP has failed to pay the debt, within thirty days of the service of the notice of demand or to secure or compound it to the reasonable satisfaction of the creditors; or where a petition for winding up of a LLP is pending before the Tribunal, in terrns of the directions given by the Tribunal on the winding up petition; or where the liquidator has filed his report before the Tribunal, in terms of directions given by the Tribunal on the report of the Liquidator. (ii) Without prejudice to clause (i), the LLP or any creditor or partner of the LLP, or in the case of a LLP which is being wound up, the Liquidator, may make an application for sanction 134 THE hlJ_E OF INDIA EXTRAORDINARY [PART [I—SEC. of the for revival and rehabilitation before the Tribunal. (i) Ao under sub-rule (12) shall be accompanied -ent of account and solvene.v of LLP for the ' r preceding financial year. in case the under sub-rule (12) is made by the LLP; •ukr-s and documents to the scheme cofPiTiitments whether financial or otherwise proposed various part tes or, ar rescheduling ot- the debts, or any or understanding, in case from bank or inslltution through a letter or in any other an at'fidavit of concerned party or parties, ather förm as may be directed by the rr unal•. and nrt,pnsed scheme of revival and rehabilitation of the Li_]) including proposal för appointment of an LLP Adff!inistrator. Xn appliQä!ion under sub- rule 02) shali he made to the [ribonal 90 days from the date of expiry of demand ii•om {be date of the direction of the Tribunal VliDtice or relérred to Lit-Kler clause (i) of sub-rule 12. (a) Within 60 days of receipt of an application under sub-rule 2), the Tribunal tnay hear all the parties concerned and admit or dismiss the application; where the Tribunal admits the application, it may make an (b) order to that effiect and make provisions in such order. for all or any of the following matters:- holding of meetings of the creditors for approval of scheJtne proposed for revival and rehabilitation of LLP; pg ocedure to be followed bv the LLP Administrator holding of the proposed iii the scheme in connection

with meeting including the appointment of chairman for such meetinlr: 135 (15) (i) (iii) any other direction(s) or order(s) as may be considered necessary. (c) The LLP Administrator proposed in the scheme shall submit his preliminary report including the decision of the meeting to the Tribunal within 60 days of order made under clause (b) of sub-rule 14. On consideration of the report of the LLP Administ•ator under clause (c) of sub-rule (14), and other materials available, if the Tribunal is satisfied that the creditors representing three-fourths in value of the amount outstanding against that LLP have, with or without modification of the scheme, resolved that it is not possible to revive and rehabilitate the LLP, the Tribunal may, within 60 days of the receipt of such report, order — (a) that the proceedings for the winding up of the LLP be initiated; or (b) the LLP be wound up, or the liquidator to continue; or (c) sanction the arrangement for revival and rehabilitation of LLP as approved by such creditors with such modifications as may be considered necessary by the Tribunal, and make orders for continuation of the LLP Administator or appointment of a new LLP Administrator: Provided that Tribunal may consider for its approval, the arrangement for revival and rehabilitation including the proposal for appointment of any other LLP Administrator moved by the LLP in the meeting of the creditors. in prace of the arrangement proposed by the creditors or the Liquidator. provided the arrangement is approved by three-fourth majority, in value, of creditors. Provided türther that where the arrangement of revival and rehabilitation relates to amalgamation of the LLP with any other LLP, no such scheme shall be sanctioned by the Tribunal unless the said scheme is approved with, or without modification by three- fourth majority of respective partners of transferor and transferee (ii) The order of sanction of the arrangement by the Tribunal under clause (i) may make provisions, for all or any of the following matters:- 136 THE GAZETTE OF INDIA : EXTRAORDINARY (a) powers and functions of the LLP Administrator; [PART 3(i)] (b) the time period within which various actions proposed in the arrangement to be completed; (c) any such direction to the LLP or its officers or to the creditors, or to the LLP Administrator or to any other person, as may be considered necessary, for the purpose of implementation of the arrangement of revival and rehabilitation; and (d) any other order or orders as may be considered necessary, (16) The LLP Administrator shall complete all the actions relating to implementation of the revival and rehabilitation arrangement and submit his final report before the Tribunal within such time directed by the Tribunal but not exceeding 180 days of the order under clause (i) of sub- rule (15); (i) The LLP administrator shall be appointed from a panel maintained by the Central Government for winding up and dissolution of (ii) The terms and conditions of the appointment including fee of LLP Administrator shall be such as may be ordered by the Tribunal. (i i i) The Tribunal may, on a reasonable cause being shown and for reasons to be recorded in writing, remove the LLP Administrator and may appoint änother LLP Administrator. In case of removal, death or incapacity of the LLP Administrator, the Tribunal may appoint another LLP Administrator. (v) The LLP administrator shall, within 30 days of the making of order or orders under sub-rule (15) cause certified copy thereof to be filed with the Regisffar concemed in Form 22 along with fee as mentioned in Annexure ' A'. Explanation.- In computing the period of 30 days from the date of order, the requisite time for obtaining a certified copy of order shall be excluded. 137 CHAVrER xm 36(1) (i) Every form or application or document or declaration required (2) to be filed or delivered under the Act and rules made thereunder, shall be filed in computer readable electronic form, in portable document format (pdf) to the Registrar through the portal maintained by the Minisu•y of Corporate Affairs on its web-site www.mca.gov.in or through any other website approved by the Central Government and authenticated by a partner or desiY1ated parmer of the limited liability partnership for such purpose by the use ofa valid digital signature: Provided that where documents are required to be filed on Non-Judicial Stamp Paper, the LLP shall subrpit stEh documents in the physical form, in addition to their submission in elec&onic form, unless the Central Govemment, by an order, does not requir submission in physical form, (ii) Every designated partner, partner or person specified in the Act for authentication of e-form, documents or application etc., which are required to be filed or delivered under the Act or rules made thereunder, shall obtain a digital signature certificate from the Certifying Authority for the purpose of such authentication and such certificate shall not be valid unless it is of class 11 or Class Ill specification under the Information PWmology Act, 2000. 'Ihe Central Govemment shall set up and maintain (ii) a website or portal to provide access to the electronic registv; and, as many Registrar's Front Offces as may be necessary and at such places and for such time as Central Government may determine from time to time. for filing of e-Forms, documents and applications, etc., viewing and inspection of documents in the electronic registry. (i) The

Central Government shall set up and maintain a secure (3) electronic registry in which all the documents filed electronically shall be stored. The electronic registry so set up shall enable public access and inspection of such documents as are required to 1285Glfog—18 OF INDIA : EXTRAORDINARY [PART 11—SFC. 138 be in the domain under the Act on payment of the fees as mentioned in A, rzexure "A". (ii) Ever, '.1Ü,cument or application or certificate or notice etc., by the Registrar or an officer of the Central equired . lhe Act or rules made thereunder, shall be Governn a valid digital signature of such person or a signature. or an officer of the Central Government, as rn•uy send any communication either to the Purtnership or its authorized representative, 1! e!ectronic manner for which the LLP shall at all times a valid electronic address (e.g. E- .'.i etc.) capable of receiving and : ceipt of such communication, automated or ficer of the Central Government shall issue Ivproval or communicate endorsement or lhe electronic manner: IL here the Registrar or an officer of the 3'} the case may be, is not able to issue any Lhrsement, acknowledgement or approval in the reasons to be recorded in writing, he ecate., receipt, or communicate endorsement, Y,proval in the physical form under manual of his office. a;nine or cause to be examined every document required or authorized to be Pder the Act and rules made thereunder for A. •.aking on record or rectification •by the lhe e,,Forms or documents identified as and filed under Straight Through Process • by the Registrar any time after its filing. examining any application or e-Form or in sub-rule (5), finds it necessary to call finds such application or e-Form or or incomplete in any respect, he shall 11—wg (7) (8) (9) (10) 139 give intimation of sugh information called for or defects or incompleteness noticed electronically, by placing it on the website and also by e-mail on the last intimated e-mail address of the person or the limited liability partnership, which has filed such application or e-Fon•n or document, directing him or it to ft)rnish such information or to rectify such defects or incompleteness or to re-submit such application or e-Form or document within the period allowed under sub-rule (7): Provided that in case the e-mail address of the person or the Limited Liability Partnership in question is not available, such intimation shall be given by the Registrar by post at the last intimated address given in Form 12, or registered office address of the Limited Liability Partnership or the address of such person, as the case may be, , The Registrar shall preserve the facts of such intimation in the elecü•onic record. The Registrar shall allow such period or periods but not exceeding thirty days in aggregate to such person or LLP which has filed such application or e-Form or document under sub-rule (5) for furnishing further infårmation or for rectification of the re-submission of such defects or incompleteness or for application or e-Form or document. In case where such further inforrnation called for has not been provided or has been furnished partially or has not been provided or defects or incompleteness has not been rectified or has been rectified partially or has not been rectified to the satisfaction of the Registrar within the period allowed under sub-rule (7), the Registrar shall either reject or treat and label such application or e-Form or docu.ment as the case may be as "invalid" in the electronic record, and shall not take on record such invalid application or e-Form or document and shall inform such person or limited liability partnership as the case may be in the manner specified in sub-rule (6) . Where any document has been recorded as invalid by the Registrar, such document may be rectified by the limited liability partnership only through fresh filing with payment of fee and additional fee as applicable, without prejudice to any other liability under the Act. Save as otherwise provided in the Act, the Registrar shall not keep any document pending for approval and registration or for 140 THE GAZETTE OF INDIA : EXTRAORDINARY [PART IPSEC. taking on record or for rejection or otherwise for more than one hundred twenty days, from the date of its filing. The Registrar in case finds any e-Form or document filed under Straight Through Process (STP), referred to in proviso under sub- rule (5), as defective or incomplete in any respect, at any time, he shall treat and label such e-Form or document as "defective" in the electronic registry and shall also issue a notice pointing out such defects or incompleteness in such e-Form or document at the last intimated e-mail address (if available) of the person or the LLP which has filed the document and also in writing by post at the address of such person or address of such LLP or registered office address of LLP, calling upon such person or LLP to file such e-Form or document afresh with and additional fee as applicable, after rectifying such defects or incompleteness within a period of thirty days from the date of such notice. CHAPTER xrv STRIKING OFF NAME OF DEFUNCT LLP 37(1) Where a limited liability partnership is not carrying on any business or operation - (a) for a period of two years or more and the Registrar has reasonable cause to believe the same, for the purpose of taking suo motu action tar striking off the name of the LLP; or (b) for a period of one year or more and has made an application in Form 24 to the Registrar, with the consent of

all partners of the limited liability partnership for striking off its name from the register, the Registrar shall send a notice to the limited liability partnership and all its partners, of his intention to strike off the name of the limited liability partnership from the register and requesting them to send their representations along with copies of the relevant documents, if any, within a period of one month from the date of the notice: Provided that no such notice by Registrar shall be required under clause (b): Provided further that where the limited liability partnership is regulated under a special law, the application for removal of its name shall be 141 accompanied by approval of the regulatory body constituted or established under that law. (2) A nmice issued under sub-rule (l) or contents of an application made by the LLP shall also be placed on the website of the Ministy of Affairs for the information of the general public for a period of one month. (3) At the expiry of the time mentioned in the notice under sub-rule (1), or one month under sub-rule (2) above, the Registrar may, by an order, unless cauy to the contrary is shown by the limited liability parmership, or the Registrar is satisfied that the name should not be struck off from the register, strike its name off the register, and shall publish notice thereof in the Officiål Gazette, and on the publication in the Official Gazette of this notice, the limited liability partnership shall stand dissolved. (4) The Registrar, before passing an order- under sub-rule (3), shall , wtwre he has sufficient cause to believe that the limited liability partnership has any asset or liability, satis& himself that sumcient provision has been made for the realization of all amount due to the limited pamership and for the payment or discharge of its liabilities and obligations by the limited liability partnership within a reasonable time and, if necessary, obtain necessary undertakings from the designated partner or partner or other persons in charge of the management of the limited liability partnership: Provided that notwithstanding the undertakings referred to in this sub- rule, the assets of the limited liability partnership shall be made available for the payment or discharge of all its liabilities and obligations • even after the date of the order removing the name of the limited liability partnership from the register. (5) The liability, if any, of every designated partner of the limited liability partnership dissolved under sub-rule (3), shall continue and may be enforced as if the liß)ited liability parmership had not been dissolved. (6) Nothing in this rule shall affect the power of the Tribunal to wind up a limited liability partnership the name of which has been struck off the register. Explanation.- In the period of 30 days from the date of order, the requisite time for obtaining a certified copy of order shall be excluded. 142 ll- -SFE 3(i)] CfiAPTER XV CONVERSION _FiRM TO LIMITED LIABILITY For the pl_lrposö o} the Second Schedule. an anpiication shall be rr,,ide in the ntnvided in Part A of Form 31 together with lhe statement of t.ners in to-mat provided in Part B of Form 17 alonuwith the fi.'l' in Annexure he Registrar liability parl his seal in Forn3 the pitrpo_ses liability partnershkp üb01-lt conveys • ICC Form 14. onversion of the firm into the limited issue a certificate ef registration under of the Second Scheda;e. the limited intörm the concerned Rezistrar of firms into limited liabiht.v { artnership in ('HAPTER XVI CONVERSION PRIVA'FE COMPANY ro LIMITED PARTNERSHIP For the purpos, 'he -third Schedule, an application shall be rnade in the ided in Part A of Form 18 together with the statement ot suareholders in törmat pror ided in Part B of Form 18 the tee as mentioned in Annexure •A'. Ihe Registrar shad. conversion of an} private company into limited liabilit> nership shall issue a certificate of registration under his seal in Form 19. For the purposes of para 4 of the Third Schedule. the limited liability partnership shall inform the concerned Registrar of Companies about conversion of private company into limited liability partnership in Form 14

CHAPTER CONVERSION FROM UNLISTED PUBLIC COMPANY TO LIMITED LIABILITY PARTNERSHIP 4()(1) For the purposes of the Fourth Schedule, an application shall be made in the format provided in Part A of

Form 18 together with the statement of shareholders in format provided in Part B of Form 18 alongwith the fee as mentioned in Annexure • A'. 143 (3) The Registrar shall, on conversion of any unlisted public company into limited liability partnership shall issue a certificate of registration under his seal in Form 19. For the purposes of para 5 of the Fourth Schedule, the limited liability partnership shall inform the concerned Registrar of Companies about conversion of unlisted public company into limited liability partnership in Form 14. CHAPTER-XVIII COMPOUNDING OF OFFENCES 41 (I) Every application for the compounding of an offence shall be made in Form 31 to the Registrar who shall forward the same, together with his comments thereon, to the Central Govemment. (2) Where any offence is compounded before the institution of any prosecution, no prosecution shall be instituted in relation to such offence, against the offender in relation to whom the offence is so compounded. (3) Where the composition of any offence is made after the institution of any prosecution, such composition shall be brought by the Registrar in writing, to the- notice of the Court in which the prosecution is pending . (4)Where any oftZnce is compounded under section 39, whether before or after the institution of any prosecution, intimation thereof shall be given by the LLP to the Registrar in Form 22 within Seven days from the date on which the offence is so compounded. (5) The Central Government while dealing with an application for the compounding of the offence for a default in compliance with any provision of the Act which requires a LLP or its partner or partners or designated partner or designated partners to file or register with, or send to, the Registrar any return, statement of account and soWency or other document, may, if it thinks fit to do so. direct, before allowing compounding under this rule, by order, any partner or designated partner of the LLP to file or register with, or on payment of the fee, and the additional fee, required to be paid under section 69. such return, statement of account and solvency Of other document within such time as may be specified in the order. 144 THE GAZETTE OF INDIA : EXTRAORDINARY Form 1 {See rule Application for reservation or change of name Note — All fields marked in *are to be mandatorily filled. [PAKT II—SEC. 1. *Application for C] Incorporating a new limited liability partnership (LLP) Ü Changing the name of an existing limited liability partnership. Part A: Reservation of name 2. Details of the applicant (i) (a)* Whether applicant is an Individual as partner or nominee of a body corporate as a partner Ü (b) *Designated Partner Identification Number (DP IN) or Income-tax permanent account number (PAN) or passport number (ii) (a) *Name (b) *Occupation (c) *Address Line 1 Line 11 (d) *City (e) *State (t) *Pin code (g) *ISO Country Code (h) * Counü•y 143 (i) *e-mail ID 3. Details of two proposed designated partners (one of them should be a resident in India) (i) *Category (drop down) Individual, LLP, Company, LLP incorporated outside India (LIOI), Company incorporated outside India (CIOI). (ii) *DPLNAncome-tax PAN/passp01t number; or LLPIN or corporaæ identity number (CIN); or LIOI registration number; or CIOI registration number (iii) *Name (iv) *Name of nommee, m case o (v) Details (nurnber/date) of resolution authorizing nominee (i) *Category (drop down) Individual, LLP, Company, LLP incorporated outside India (LIOI), Company incorporated outside In (ii) *DPIN/lncome-tax PAN/passport number; or LLP[N or corporate identity number (CIN); or LIO[registration number; or CIOI registration number (iii) *Name (iv) *Name of nominee, in case of body corporate (v) Details (number/date) of resolution authorizing nominee 4. * Name of the state in which the proposed LLP is to be registered 1285GW09—19 146 THE G \.ZI-.I'TF, OF INDIA : hc• vi'fice of Registrar in which the proposed LLP is to be situa! application is for c.nnversion of firm or private company or companv inte • enter the conversion of (i) the firm is registered No enter thefollowing (a) (b) l. :Q3nciary value of (in Rs) in figure Ire d Statute/law und' the state in which is registered 7. 8. eoliversion of gyunlisted public company business of the Limited Liability Partnership (if the business o and stock exchange, a copy 01' the in-principle approval of thorifv should he ftttached) change o. of Ihe limited liah3i fiwrtnership of registered • he iin)ited liability partnership 36)] *ISO country *e-mail Fax I l. * Reasons for change of name 12. *Existing Monetary value of contribution (in Rs.) (in (in words) —.3 Part C: Details regarding reservation of name or change of existing name of LLP 13. Proposed name of the LLP (please give six names in order of preference) (c) (d) (e) 14. State the significance of the key or coined word(s), if any; in the proposed name(s) (in brief) (a) (c) (e) (D (In case proposed name includes an activity, such activity should be reflective of the proposed business of the LLP) 147 148 THE GAZETTE OF INDIA : EXTRAORDINARY [PART If—SEC. (a) * Whether the name(s) Ware based qn.a registered trade mark or is the subject matter of .lication pending for regisntion un&r the Trade Marks Act. (Please Tick 81) No (b) {f yes, furnish particulars of trade mark or application Attachments In case of change of name of an

existing limited liability partnership, a copy of the decision ttach Copy of Trade Mark Registration/ acknowledgement of application for Trade Mark Registration / authorization to use Trade Mark If change is due to a direction received from the Central Government, then a copy of such direction Optionai Attachment ttac ttac List of attachments Remove attachment Verification best my knowledge and belief, the information given in this Form and its anachrnc:nts is correct and complete, and the proposed name is not undesirable, identical or too nearly resenlbles 10 that of any other partnership firm or limited liability partnership OT cc)rporare or a registered trade mark or a trade mark which is subject of an application registration of any other person under the Trade Marks Act, 1999. gone through the provisions of the Limited Liability Partnership Act, 2008, anvi lhe rules framed thueunder and ! ani authorised by the proposed partners to sign and submit this application. OR I have been authorized by (finn/ private ccmnpany/ un listed public company) to sign and submit this application. have been authorised by the Limited Liabi lity Partnership to sign and submit this application. To be digitally signed by applicant. Date: 'Modii-i' Check fom Pre-scrutin Submi For office use only signature of the authorizing officer This e is hereby approved This e-t'orm is hereb_k rejected Note 2. 3. 4. 5

6. Form 2 [See rule 11} Incorporation Document and Statement —AN fields marked in *are to be mandatorily filled. Incorporation Document *Service Request Number (SRN) of Form * Name of the limited liability partnership * State in which the registered office of the limited liability partnership is to be situated: * Address of registered omce of the limited liability partnership *Line *Line 2 * ISO Country Code Phone * Business to be carried on by the limited liability partnership: *Summary of Partners/designated partners Number of Designated partners .149 Number of designated partners resident in SN Category Individuals Number of Partners 150 (iii) Companies OF INDIA EXTRAORDR»'AR Y [PART 11 —SEC. LLPs incorporated } ndia (v) Companies incorporated outside 7. *Number of individual(s) as I (Dynamic) Note: In case Individual(s) are Rlore Elhan five, attach details in respect of remaining partners in a separate sheet as an attachment. Details in respect of (First* enter details in respect of designated partners) *Whether Designated partner If yes. I *Whether resident in India *Name *Fatheös ; Hitshand's Name *Date o? birth *Occupalion *Income-tax permanent account (PAN): Passport Number: *Permannent residential address *Address Phone Email ID *State ——1 *ISO Countrs Fax *Whether present residential address is same as the permanent residential address: If no, present residential address Address Pin state ISO Country Code 30)] 151 country Fax Email ID *Form of contribution *Monetary value of contribution (in Rs.) (in figure) (in words) If already a partner of limited liability partnership (LLP) or director of a company, specify the following. (In case partner or director in more than five LLP(s) and companies each, attach separate sheet as an attachment). *No. of limited liability partnership(s) in which he is a partner Name No. of Company(s) in which he is a director CIN Name ofthe company 8. Number of bodies corporate as tartners (Dynamic) Note: in case bodies corporate are more than five, attach details in respect of remaining bodies corporates in a Separate sheet as an attachment. *Details in respect of bodies corporate and their nominees. (First, enter details in•respect of designated partners) *Category (drop down) LLP, Company, LLP incorporated outside India (LIOI), Company incorporated outside India (CIOI) *LLPIN or Corporate Identity Number (CIN), LkOI re istration number or CIOI registration nurnber *Narne of the body corporate where registered *Full address ofre istered office *Line *Line n *Pin *country 152 THE OF INDIA : EXTfCAOR1)lNARV Fax *Phone *Eli-Lai 1 iD * orm of contribution F - * P„äonr tary value of contribution in Rs.) (in (ill words) * and particulars of the person signing on behalf of the body corporate as nqrrunee *Designation & authority L *Father's / Husban&s Name of birth permanent account number (PAN) Number : designated partnnr Yes No If resident in Fick E) No * residential address *Line 11 *City Z - *State = code *Country Phone C _ Fax * present residential addtess is same as the perrnanent residential addrcss.• Yes \ if no. present residential address Addwegs Line I Line 11 City 9

10. Pin Country *Total monetary value of contribution by partrrrs in the LLP (in words) We, the several p«tners whose nmnes are subscribed are desirous of being formed into a limited liability putnership for carrying on a lawful business with a view to profit and have entered or agreed to enter into a limited liability partnership agreement in writing.We respectively agree to contribute money or other property or benefit or to perform seryices for the limited liability partiership in accordmce die limited liability partnership agreement, the particulars of which are staoed at serial number 7 or 8 against our respective names. Name of each panner Signature of Partner 2 Narne, address and profession (alongwith professional membership number) of witness 3 Signature of witness 4 (Attach details in respect of names of partners/witnesses and their signatures in the above format as an attachment) Attachments:. 2. 3. 1285GVC9—20 Copy of where the partner is a limited liability partnership, eompany, or a limited liability partnership incorporated-outside India or a company incorporated outside [ndia. Proof of address of registered office of limited liability partnership. Details in respect of names of partners/witnesses and their signatures. 154 THE GAZETTE OF INDIA : EXTRAORDINARY iE!ed in the formation of the limited liability partnership and my [PART zrship number with (name of regulatory body) (Membership Number); all the requirements of the Limited Liability Partnership Act, 2008 nd the rules made thereunder have been complied with, in respect of s.orporation and matters precedent and incidental thereto; make this statement conscientiously believing the same to be hue. digitally signed by -cate / Company Secretary / Chartered Accountant / Cost Accountant ! actice. qiif9 Check form Pre-scrutiny SubG@ For office use only e-

form is hereby registered o_üRl signature of the authorizing officer Confirm submission 4. Attachments in respect of details of individuals/bodies corporate where the number exceeds five. ()ptional attachment. Part B Statement by a person who subscribed his name to the incorporation ument : as under: O son/ O daughter/ Owife Of am a person named in the incorporation document as a designated partner of the limited liability partnership; the designated partners have given their prior consent to act as tited partners; all the requirements of the Limited Liability Partnership Act, 2008 üles made thereunder have been complied with, in respect of arion and matters precedent and incidental thereto; t make this statement conscientiously believing the same to be true. *igitally signed by rated partner ISS by an Advocate/Company Secret•wnarttred. AccountanUCost Accountant in practice: O son/ O daughter/ O wife Of do state as under: (i) that I am o o o o an Advocate a Company Secretary a Chartered Accountant a Cost Accountant Form 3 [See rule 21] Information with regard to Limited Llability Pannership Agreement and changes, tf any, made therein Note — All fiems marked in *are to be mandatorily filled. This Form is for Filing information with regard to LLP Agreement For with regard to changes In LLP Agreement Part A 2. 3. 4. 5. - For filing informaton with regard to LLP Agreement *Name of Limited Liability Partnership *Place at which the Limited Liability Agreement is made (i) *Date of the Agreement (ii) Date of ratification *Address of Registered Office *ISO Country code Country Pannership 156 THE, GAZETTE OF INDIA : EXTRAORDINARY [PART 11—SEC. 6

7. Phone Fax *Email ID *Business to be carried on by the Limited Liability Partnership Designated Partners (i) Whether each of the partners from time to time is to be designated partner.(i) Names of persons who shall be designated partners on incorporation. Name DPIN *Acts, matters or things required to be done by a designated partner in respect of the compliance of the provisions of the Act. 2. 3. *Powers. in relation to acts, matters, or things which the designated partner can exercise only with the consent of all the partners/requisite number or percentage of partners. 2, 3. 157 8. 9. 10. *Obligation to contribute (i) Obligation of each partner to contribute money or property or other benefit or to perform services. SN Name of Partner Nature and specification of obligation to contribute (ii) Total Monetary value of contribution by panners in the LLP (in Rs.) (in figure) *Partners' powers and duties (i) Powers, duties and authority of each partner. (a) Powers of the partners (b) Duties of the panners c Authori of the artners (ii) Mutual rights and duties of partners (iii) Mutual rights and duties of limited liability pannership and partners *Restrictions, if any, on the panners' authority. [PART 11—SEC_ 158 11 THE GAZF,Tff; OF TNDIA • EXTRAORDINARY *Management and Administration of Limited Liability Partnef.%hffD 12. (i) Acts, matters or things, if any, which can be done only with the consent of all the partners: (i) Acts, matters or things, if any, which can be done with the consent of majority of the partners. (iii) Acts, matters or things, if any, which can be done only with the consent of requisite number or percentage of the partners. (iv) Manner, if any, in which the consent of the partners is to be obtained. (v) Procedure for calling, holding and conducting meetings, (where the decisions are to be made at meetings of partners.) Whether the LLP has a common seal il—aoz 3(i)] 159 If yes, authority to affix the seal 13. * Details of indemnity clause, if any -. *Clauses ofthe Agreement relating to - 14. (a) admission ofa new partner (b) retirement of a partner (c) cessation of a partner (d) expulsion of a partner (e) resignation of a panner 15. *Details of obli*tions, rights, entitlements of a partner on admission, retirement, oessation, expulsion or resignation. *Clauses relating to resolution of disputes 16. (a) Between the partners; or (b) Between the partner and the LLP. 17. *Duration of Limited Liability Partnership, if any. *Clauses, if any, relating to voluntary winding up 18. 60 19 THE GAZETTE OF [NDIA : EXTRAORDINARY Information of clauses iri the agreement: [PART II—SE", b c relatin to rule 16 2 relatin to rule 17 1k relating to rule 20(1) re!atinc io rule 24 18 a 20 Any other information c.iause relating to the Limited Liability Paetr,ership Agreement not covered above (optional). B. 21 22. 23 For Filing nqard to changes (addition. omission or aiteraligr_ll in the, Limited Liability Partnership Agreement *Name of the Limii±d Liebi\ity Partnership of the office of the Limited *Line 2 code *iSO Country code *COUntry Liability Phone * Email (D Fax 24 * nate of the modification of the agreement 25. *Please indicate the changes in the LLP agreement to any of the items 3 to 20 above, pertaining 26 indicate any other chenge or changes in LLP agreement not covered under 25 above. 161 27. of (v) *Monetary value of contribution (in Rs) (in figures) - (ii) Existing Addition *Statement o son o daughter o wife state as under : I am a person named in the Incorporation Document as a designated Partner/l am a designated Partner of the limited liabitity partnership; that the particulars given abové are in accordance with the limited liability partnership agreement/ agreement relating to change in the limited liability partnership agreement; the original Limited Liability Partnership Agreement will be produced whenever called for; in case of change in contribution, the fees payable to Registrar has been/being paid; that I make this statement conscientiously believing the same to be true. Attachment Optional. To be digitally signed by designated panner Date: Place: 128561/09—21 162 OF INDIA : EXTRAORP].NARY C'ertificate is her-by certified that] have verified the above particulars from the records of ('f the L,LP) and found the:u to he true and correct. Company Secretar> in Ö cost Accoun?ant in practice O Chartered Accountant in Whether associate or f.dtyyhership Number or ('ertilica. c.f Fractice Number To be digitally signed by Associate O Compar.y Secretary in practic•r Accountant in praciice/ Cost In practice Date Check form Pre-seruttlll. This e-

form is hereby Digital signature of the (DDMMYYYY) ; uce use only Confirm submission Form 4 22(2) and 22(3)) Notice of appointment of designated partne• and changes among them, intimation of DP IN by the to Registrar and consent of partner to become a partner 'designated partner Note: All fields marked in * are he mandatorily filled. PARI" A appointment of partner/designated partner and _gJ1ii_n attioug them and intimation of DP IN l. * This is forc New Limned Liability Partnership O Existing Limited Liability Partnership 2. 3. * Service Request number (SRN) of Form I or LLPIN *Name of the limited liability partnership *Address of the re istered office of the limited liability partnership *Line I *Line It 163 * City state code * Country Phone Fax 4. SN (i (ii' iii) (iv) (v) 5. * Summary of partners and designated partners: Category Individuals Companies LLPs incorporated outside India Companies incorporated outside India Total Number of Partners Number of Designated partners Number of designated partners resident in India *Number of indi vidual(s) as partner(s) Note: In case individual(s) are more than five, attach details in respect of remaining partners in a separate sheet as an attachment. Details in respect of individual(s). (First-. enter details in respect of designated partners) * Whether designated partner if yes, DPIN * Whether resident in India *Narne *Father's / Husband's Name *Nationality Yes NO Appointment O Cessation O Change in name of partner O change in name of designated partner O change in designation O Change in address nate of appoinünent Date of Cessation Changed name Date of change in designation New designation O (Please give address and other details of the partner in addendum to this Form.) 164 THE GAZE'PI'E OF INDIA : EXTRAOV •BINARY 6. *Number of bodies corporate as panners (Dynamic) i _ _J [PART II—SEC. Note: In case bodies corporate are •more than five, a'*öth details in respect of remaining bodies corporates in a separate steeei as an attachrnent in resiect of bodies corporats_gLd_ theit_ nominees2 (First, enter details in respect of designated partners) Category (drop down) LLP, Company, LLP incorporated outside India (1,101), Company incorporated outside India (CIOI) LIPIN or Corporate Identi1Y Number (CIN), LIOI registration number or registration number Country where registered and particulars of the person signing on behalf of the body corporate as nornmee * I)esi gnation *Father's / Husband's Name *Nationality * Whether Designated partner DPIN Whether resident in India Yes Appointment O Cessation O Change in name of partner O O change in name of designated partner o change in designation C) change in address []ate of appointment []ate of Cessation Changed name Date of change in designation New designation (Please give address and other details of the partner and nominee in addendum to this Form.) 3(i)] Part B Consent of oartners/design•ted Dartners Please attach fre consent to become a partner / designated parmer (separate consent for each partner/ designated partner) in the following fornat as atuchment: c meaO designated partner of the partner (name of LLP) pursuant to section 25(3)(c) / 7(4) of the Limited Liability Partnership Act, 2008. I 'having consented to become a partner / designated partner of limited liability partnership also hereby undertake to contribute money or other property or other benefit or to perform services for limited liability partnership as per my obligations described in the limited liability partnership agreement." Designation Attachment: 2. 3. 4. 5

6. Consent to act as partner/designated partner Evidence of cessation. Affidavit or any other proof of change of name Where the appointed partner is a body corporate, a copy of rsolution of such body corporate and of the authority in favour of the nominee signing on behalf of body corporate. Attachments in respect of details of individuals/bodies corporate where the number exceeds five. Optional Attachment Statement To the best of my knowledge and belief, the inforrnation given in this form and its attachments is correct and complete. a designated partner of the LLP, am authorized to sign and submit this form. To be digitally signed by designated partner DPIN 166 P) fOUi'ld -aparr.; Seeretal v In on\v: iS rci be different from the pcisoj:l in whose .*tificate the above (he true and correct. O Chartered .Acenuntant in ociate Practice Numher Flinn Pre-scrutiny Suhrnit of the autborizing. officer 167 Addendu•m to

Form 4 Particulars of addresses and other details of partners/designated partners and changes therein I. Number of individuals as partners Note: In case individual(s) are more than five, attach details in respect of remaining partners in a separate sheet as an attachment. Appointment O Cessation O Change in name of partner O change in name of designated parmer O change in designation O change in address O Details in respect of individual(s) (First, enter details in respect of designated partners) (The details in this addendum should be in the order of names of partners given in Form 4.) *Whether Desi nated armer If yes, DPIN *Whether resident in india *Name : Yes ONO *Father's / Husband's Name : *Nationality : *Date of birth • occupation *Income-tax permanent account number (PAN): *Passport Number: *Permanent residential address Address *Line *City *State 168 THE GAZETTE OF [NDIA : EXTRAORD\NARY [PART 11—.SEC. * Whether present residential address is same as the permanent residential address: (Please Tick 8) YesÜ NO if no, present residential address Line I :vddress Line C City state Pin . Number of bodies corporate as partners Note: In case bodies corporate are more than five, attach details in respect femaining bodies corporate in a separate sheet as an attachment. O Cessation O Change in name of partner change in name of designated partner O change in designation O chunge in address O of corporate and their nominees. (First, enter details in respect of designated partners) ('I'he details in this addendum should be in the order of names of partners given in Form 4.) Category (drop down) LLP, Company, LLP incorporated outside India (L,IOi). Company incorporated outside India (CIOI). ! LPLN or Corporate Identity Number (CIN), 1-101 re isfration number or registration number. * Na:ne of the body corporate Country where registered *Full address of reeistered office - *State 169 *Country Phone Fax *Email ED *Name and particulars of the person signing on behalf of the body corporate as nominee *Designation *Father's / Husband's Name *Nationality *Date of birth *Income-tax permanent account number (PAN) Passport Number *Whether designated partner Yeso NO If yes, DPIN *Whether resident in India (Please Tick E) Yestl] No *Permanent residential ädddress Address *Line I *Line 11 *City *State Country code Phone Fax *Whether present residential address is same as the permanent residential address: (Please No If no, present residential address Linel Address Line 11 City state code Pin country Phone Fax Email ID 1285GV09—22 170 Attüchmcnts: c CS? i OF INDIA : EXTRAORDINARY [PART 11—SEC. Attachments in respoct of details of addresses and other details of individuals/bodies corpora!e where the number exceeds five. Proof of address Optiona) Attachmeni Statement best ray and belief, the information given in this form and its attachmeni.s is correct and complete. a designated partner of the the I,LP). am te sign and submit this 'j o be digüal!y signed by designated partner [hc F*'rson signing the should he different from the person in whose respect the form is filed) e•face• Certificate It is hereby certified that I have above particulars from the (name of the LLP) and hooks and records of tbund them to be true & correct. O Chartered Accountant in Company Secretary practice practice O Cost Accountant in practice O Associate Whether associate or fellow Membership Number or C'ertiticate of Practice Number Date. Place: Modify For office use only: Check Form Pre-scrutiny O Fellow Submit [his e-Form is hereby registered I)iuita' Signature of the authorizing officer Submit to BO 171 Form 5 [See rule 20(2)] Notice of change of name Note: All fields marked in * are to be mandatorily filled. l. *LLPIN 2. (a) *Name of the limited liability partnership (b) Address of the registered office of the limited liability partnership *Line I *Line 2 *State *PIN code code *Country Phone *Email ED 3. *Reasons/purpose for change of name 4. *Service Request Number (SRN) of Form 1 5. *Proposed name 6. *Date of compliance of sub-rule (1) Of rule 20 (DD/MWYYYY) Attachments (i) Copy of the minutes of decision/resolution/consent of partners, (ii) The extracts of the relevant provision of the Limited Liability Parmership Agreement, if any, 172 THE OF : i! change is due to a direction received from the (_ Registrar, then a copy of such direction. attachment. Statement [PARI 11 SEC. 'l'o lin: best of my knowledge and belief, the information giver: in this Form anc i attachments is correct and complete. Z] a designated partner of the LLP, am authorized to submit this form. Tc, digitally signed by designated partner Certificate e hereby certified that i have verified the above particulars from the books and {name of the LLP) and found them to be true •anany Secretary in practiceO Chattered Accountant tn Cost Accountant in practice Signed Certific ate of Practice Number Check Form Pre-sctlltiny Sübm@ Fon üfficc use only: This e-h•-ornl is hereby registered Digh-nå Signature of the authorizing officer 113 Form 6 (See rule 22(1) Intimation of p.rticulars of name or address of a partner/ change in such particulars by a Partner to the Limited Liability Partnenhip Note: All fields•marked in * are to be mandatorily filled. *This form is for intimating to the Limited Liability Partnership O particulars O change in particulars by the partner. Type of partner: L 11. Ill. V. Individual

Limited liability partnership Company Limited liability partnership incorporated outside India Company incorporated outside India Part A I. Intimation of particulars - Individual 2. Name (a) *First Name: (b) *Last Name: (c) *Middle Name: (d) *Name as written: 3. *Father's Name[Husband's Name 4. *Whether citizen of India O Yes O No *Nationality; 5. 6. *Whether Resident in India: O Yes O No 7. *Date *Gender: OM OF 8. 9. number 10. Voter's identity card I I . Passport number 12. Others (speciW) 13. *Permanent Residential Address 174 [PART [I—SEC. 3(1)) THE E ttv State * Pin Phone ¯ - INDIA . EXTRAORDINARY present residenü'dl addte.ss is the same as permanent residential Nc residential address City State Pin Codd Phone *Whether a partner of partnership firm or limited liability partnership or director ofa O ON0 (a) Names and addrcsscs of the partnership firm(s) (b) LI-PIN and name of the limited liability partnership(s) LLPIN CIN and names die cornpanies in which he is a director intimation of particulars — Limited liability partnership 175 LLPIN: PAN number of the limited liability partnership Full address of registered office Name of the person who will be signing on behalf of the limited liability Designation and authority of the person signing on behalf of limited liability partnership Please give particutlars Qf the person authorized in the format as given in sub-part I of Part A from serial number 2 to 16. m. Intimation of particulars — Company CIN Name PAN number of the company Full address of registered office Name of the 1±rscm who will be signing on behalf of the company Designation and authority of the person signing on behalf of the company Please give particulars of the person authorized in the format as given in sub-part I of Pan A from serial number 2 to 16. IV. Intimation of particulnrs — Limited kability partnership incorporated outside India Name : Country where the limited registeredjincorporated Registration/lncorporation Number Full address ofthe registered liability partnershi is The statute under which the limited liability partnership is registered —.11] Name of the person who will be signing on behalf of the limited liability India Designation and authority of the person signing on behalf of limitéd liability partnership incorporated outside India Please give particulars of the person authorized in the format as given in sub-part I of Part A from serial number 2 to 16. 176 [PART GAZEITE OF INDIA . EXTRAORDINARY V. Intimation of particulars — Company incorporated outside India Name : the is Registration/incorporation Number Fuli address of the registered office The statute under which the company is registered Name of the person who will be signing on behalf of the company incorporated outside india Designation and authariO' of the person signing on behalf of company incorporated outside india Please give particulßrs of the person authorized in the format as given in sub-part I of Pan A from serial number 2 to 16. PART B Intimation of change in particulars relating to name or address of the partner Piease below the particu!bfs sought to be changed The fö!lowing documents in support of the above are attached (a) [b) son/daughter of declare and verify that the information given in the form and the documents enctosed is correct and complete. 3(i)] Form 7 [See ru(e 10) AppliCatioo for allotment of Designated Partner Identification Number Note: All fields marked in * to be mandatorily filled. Provisional Designated Partner'ldentification Number (DPIN) (not to be fitted by the applicmt as it is generaied by the system) Applicant's name (enter full name and do not use abbreviations) 2. Name (8) *First name : (b) 'Last name : (c) *Middle name : (d) *wheåer nominee ofa body corporate Yes No If Yes, the details of the body corporate: Name of the body corporate Registration Number Address of the registered omce of the body corporate Line 1 Line 2 State ISO Country Code counüY Phone Email ID 3. Father's /Husband's name (a) *First name : (b) *Last name : 1285GV09—23 Affix a latest size passport photograph and get it anested/ certified for submission of physical copy of the form with Central Govemment. OF INDIA : (DD/MWYYYY) [PART IPSEC. present residential address is same as pennanent residential address 1 79 (c) State (d) Country (e) Pin code (f) Phone (g) Fax 17. *Whether resident of india Irwtn.1GU9n K" Following documents are being enclosed : Specimen signature of the applicant (within the box) Submit Proof of Identity (Tick against the document being enclosed) l. Passport 2. Election (voter-identity) card 3. Driving license 4. Income-tax PAN card 5. Others-Please Specify Proof of residence (Tick against the document being enclosed) . Passport Election (voter identity) card 2

3. Ration card 4. Driving license Electricity bill 5. Telephone bill 6

7. Bank account statement 8. Others-Please Specib given in this application and -the documents enclosed is correct and complete, confirm that I do not [Nssess and have not been allotted another Designated Partner Identification Numbei• by the Central Government. I also confirm that no other application (including physical documents) submitted by me is pending for allotment of Designated Partner Identification Number. Signature of the applicant (to be signed for submission of physical copy of the form with Central Goyt) (DD'MMNYYY) THE OF INDIA Guidelines for EXTRAORDINARY [PART 11 — SEC. Obtain Provisional DE-SEN applicant should first fill in the application on- line, generate provisionaj DPIN and then rake a print out for dispatch to the A M wi!hoåt a provisional DPTN cannot be DP'N Processing Cei!_ accepted tar further process and would merit$öight rejection. Aitestbtionicertification of photograph, proof identity and proof of residence A Public Notary or a Gazetted Officer of a Government or a practising professional (Chartered Accountant/ Company Secretary/Cost Accountant) or a e•-rmpany Secretacy in Fillie employment of the company. Particulars of the attesting/certifying authority — The anesting authority must indicate the following while attesting the documents : (i) Signatures; (ii) Name in Ii_lll in Capitals: (iii) Registration No; and (iv) Seal/ Stamp. l:anguage of proofs for identity and residence — In case the proof of identity and proof of residence is in a language other than Hindi or Ene)ish, a certified copy of translation of the same in Hindi or English should be enclosed the translation be also certified by the professional who has otherwise certified the said proofs. r he proof of identify enclosed with DPIN Form should also ihile of Birth fije Date Birth of the applicant and the same should match the Date of Birth fil!ed in the application form. In case the proof of identify does not indicate Date of Birth then additional proof of Date of Birth, duly certified/attested should be attached. father's Name • The proof of identify enclosed with DP IN Form should also contain the Father's Nall?e of Lhe applicant and the same should match the Father's Name filled in the app'ication form. In case the proof of identifr does not indicate the Fa'her•s Nalne then additional proof of Father's Name, duly certified {attested, should be attached. Process for applicatiDns who are (i) Indian citizens residing abroad; (ii) iereign nationals residing in india•, and (iii) foreign nationals residing outside India While general conditions as mentioned at Sr.No. and 5 would be applicable in these categorief. also, the certification of attached documents and the photograph may be done by ntjtary in the home country the applicant or the cesignated parti'er c!' the LI .P. Further, in die case of a Foreign National. certified copy the valid passport should be enclosed. office use only: SignatuÜL_! thc Authorizing Officer ll—azug 3(i)] 181

Form 8 [See rule 241 Sutement of Account & Soh'ency Note — All nelds marked in •are to be mand8torily filled. Annual or interim If Annual - Statement of Account and Solvency as at LLPIN/FLLPN Name of the Limited Liability Parmership/ Foreign Limited Liability Partnership Part A: Statement of Solvency bein the desi ted artners or authorized w, representatives of (name of the LLP/FLLP) do solemnly affirrn and sincerely declare that we have made a full inquiry into the affairs of this Limited Liability Partnership/Foreign Limited Liability Partnership, and that, having done so, have formed the opinion that the Limited Liability Partnership/Foreign Limited Liability Partnership is/is •not able to pay its debts in Rill as they become due in the normal course of business. We append a Statement of the Assets and Liabilities as at and Income and Expenditure for the period ended on being the latest practicable date before the making of this declaration. We append a Statement indicating creation of charges or modification or satisfaction thereof during the financiaG year. We declare that the turnover does not exceed/exceeds 40 lakh or the contribution does not exceed/exceeds 25 lakh rupees. The partners/authorized representatives have taken proper care and responsibility for maintenance of adequate accounting records and preparation of accounts in accordance with the provisions of the LLP Act and the Rules made thereunder. We being the authorized representativas of 182 ha and sincer:iv lhe limited done sos partnership they become Partnershin •grintts of LLP .•'öR) Ota Foreign of Account and Liabilities (PåkT 11 n&flned the outside, the —SEC. Signatur•. . Part B. Stas.ert.eiif { AND (i funds est.•rve.S and surplE •nade , Secured loans (period) (fn Rupees Figures as at the end of the current reporting period 2 Figures as at the end of the previous re rtin eriod 3 183 11 (b) Unsecured loans (c) Short tenn borrowings (d) Creditors/trade payables - Advance from customers (e) other liabilities (to specify) (f) Provisions (i) for taxation (ii) for contingencies (iii) for insurance (iv) other provisions (if any) TOTAL ASSETS (a) Fixed assets (b) Investments (c) Loans and advances (d) Inventories (e) Debtors/trade receivables (f) Cash and cash equivalents (g) other assets (to speciW) TOTAL Notes: (a) Contingent liabilities not provided for. (b) The disclosures under provisions of section 22 of the Micro, Small and Medium Enterprises Development Act, 2006 may be added as attachment to this Form. (c) Any other disclosures the LLP thinks proper to disclose. Signature of Designated Partners of LLP or authorized representatives (AR) of a Foreign LLP DPINs Statement of Income and Expenditure Income Current year Previous year 184 THE GAZETTE OF [NDfA : EXTRAORDINARY [PART Turnover k,' -B*her income (to specify j T] Increase/(decrease; stocks [including raw materials, work progress and finished I goods] IOTAL INCOME i Ex enses Purchases i)ersonne) expenses Administrative expenses. Sokling expenses Depreciation Interest Other expenses (iO specitY) Profit before taxes Provision for Tax (Profit after Tax I Profit transferred to i Partners' account Profit transferred to Reserves and surplus Note:- _I (a) Turnover !iieans the aggregate of the gross value of the realization made frorn the sales, supply or distribution of the goods or on account Of services 185 rendered or both during tte financial year. The amount Of totil excise duW/service tax deduced fmm tumover shall be disclosed separately. (b) Any other disclosures die LLP Blinks pmper to disclose. Signati.u•e of Designated Partners ofLLP or authorized representatives (AR) of a LLP DPINs Certifpte by the Design.ted pm•tner or the It is hereby certified that I have verified the pa.rticulars connined in the Smanent of Account and Solvency including the Sutements of assets and the income .and expenditure for the period ending from accounting records and offer books and papers of (name of the LLP) and found them to be true and fair. Name ofthe auditor/designated Address •Line •Line 11 *Pin Membership number/DPlN Place: Check fmtm Prmcrutin Submi For pmee only This +form is herby registered Diøtal signature of the authorizing omcer 12860110944 Coadm sublasion 186 THE GAZEITE OF INDIA : EXTRAORDINARY to Statement of Account and Solvency Panicu!ars for creation or modification or satisfaction of charges by an LLP [PART 11—SEC. 2. 4 6. *LLPIN (a) This f is for creation of charge o modification of charge O satisfaction of charge O * (b) charge identification ID number of the charge to be modified or satisfied • 1 ype of charge Imrac.veable, oropertz__ i Any in:crest an Bcck¯debG Moveable property ili.i.ftng charge * IVhether joint charge is involved .ewzzber of charge holders Particulars chayge holders Shi Goodwill Patent, licence undet a atent I Trade marks Copyright or licence under YES o NO CfN/LLmN *Name * Address *Siate c-----.--zz-z:::] District * p IN Code (Jcde 7. 8. •Email ID *Nature or description of instrument(s) creating or modi$'ing the *Date of fre instrument creating or modifying the charge (DP/MM/YYYY) (a) *whether charge crated or modified outside India 9. Yes NO C] (b) In case charge created or modified outside India on the property situated outside India, the date of receipt of the documents in India (DDIMWYYYY) I O. *Amount secured by charge in Rs

11. Brief particulars of the principal terms and conditions and extent and operation of the charge (a) *Rate of interest (b) *terns of repayment (c) *margin (d) *extent and operation of the charge (e) others 12.In case of acquisition of property, subject to charge, furnish the following details relating to existing charge on the property so acquired: (a) (b) (c) (d) (e) date of instrument creating or evidencing the charge, description of the instrument creating or evidencing 'h: cnarge, date of acquisition of the property, amount of the charge in rupees, particulars of the property charged. 188 13. THE GAZEITE OF INDIA : EXTRAORDINARY [PArr *Short pa.rticulars of the property charged (including location of.üle property) 14. (a) *whether any of the property or interest therein under Reference is not registered in the name of the company. (b) Yes If yes, in whose name it is registered IS. 16

17. Note. If more than one charge holder involved. details ofextent of cha.rge, particulars of property charged, amount secured to be provided in attachment. Date of latest modification prior to present modification DD/MWYYYY Particulars of present modification Date of satisfaction in full (DD/MWYYYY) Attachments:- (ii) (iii) (v) instrument of creation or modification instrument evidencing creation or modification of charge in case of acquisition of property which is already suhiect to charge particulars of all joint charge holders letter of charge holder stating that the amount has been satisfied optional attachment. Signature of Desiy;ated Partner DP[N 189

Form 9 {See rule 7 and Cozat to am Dewed Paner Note — All fields marked in be mudatorøy To Limited Liability Partnership (Name and address ofdie limited Babi.lity partnership) Date: DD/MWYYYY Subject : Consent to act as Designated Partner ivem consenttoactasdesi partner of the (nan* of the LLP) pursuant to Section 7(3) of the Act 1. 2. 3. 4. 5

6. Particulan *Designated Partner [dentification Number (DPIN)' *Name *Father's /Husband's Name *Present residential address •e-mail Name of the Partnership Firm & Name of Limited Liability Partnership Or & Name of the Company or Name of any other body corporate whose nomiræ the designated partner is I hereby state t.hü 1 satis& -the conditions md requiremene for being eligible to be a designated pa.rtner and I have nbt been disqualified to act as a designted partner. To be signed by the designated partner: Date: Place: 190 THE GAZETTE OF INDIA • EXTRAORDINARY {PART IPSEC. Form [See rule 10(9)} Intimation of changes in particulars by Designated Pertners Note — All fields marked in *are to be mandatorily filled, Aff'.x a —sport size *ested/ for suNniün cf wit* MCA *Designated Partner Identification Number (DPIN) 2. Please identify (tick) and fill-in particulars sought to be changed: App'icant name Nationality Date of birth Income-tax permanent account number: Voter's identity card number : Passport lidmber : Driving licence number: Permanent residential address: Present residential address: Other (please specifr): 3. Applicants name (enter full name and do not use abbreviations) First name : Last name : Middle name : 191 4 . Whetha a resideniof[ndia O Yes S. Nationality: O No 6.Date of bird' (DDMWYYYY) 8. Voters identity card number : 9. Passport : IO. Diving licence number. I l. Perrnanent address Line 11 (a) City : (b) State : (c) Country : (d) Pin code : (e) Phone : (f) Fax : 12. Present residential Line Linen (a) City : (b) State : (c) Country : (d) Pin code : (e) Phone : (t) Fax : NOTE I: Enclose necessary documents attested by a Notary or gazetted omcer or a Company Secreury, a Chartered Accountant, a Cost Accountant holding a certificate of' practice under the Company Act, 1980, Chartered 192 'NE GAZETTE OF INDIA : EXTRAORDINARY [PART 11—SEC. ACE, 1949, and Ehe Cost and Works Act, 1959 respectively. NOTE n: In case any proof enclosed is in.)anguage other than Hindi or English then the translated cow of the same in English or Hindi shall be required to be enclosed. It should certified by the same professional who has certified ottwr pmof. NOTE Ill: In case the designated parmer submitting change in particulars is not residing in India, the cerifieation of attached documents and the photograph Inay be done by a nMary in the hume country of the "Ilicant. Further, in the case ofa foreign national, cerified copy of the valid passport should be enclosed. NOTE f V: The photograph of the applicant being on the form should also be attested. IF ANY OF THE REQUIREMENTS ARE NOT MET, CHANGES WILL NOT BE CONSIDERED. resident of hereby declare verify that the information given in this Form and complete. Signature of the applicant For omce use only: Signature of the Authorizing Omecr Date ? lace the documents enclosed is correct and (DD,'MWYYYY) (DD/MWYYYY) 193

Form 11 [See rule 25(1)] Annual Return of Limited Liability Partnership Note — All fields marked in *are to be mandatorily nlled. *Annual Return made upto 3 1 day of Maruh of CZ.) (Year). 2. 3. *State : *Name of iimited liability partnership *Address of registered office *Line Country code : *Country *Pin code : *Phone (with STD Fax : *Email: 4. Other address if declared under section] 3(2) for service of docuenents Linel Line City : State : ISO Country Code : Pin code : Phone (with STD code): Fax : 12853/09—25 NE GAZETTE OF [NDIA . EXTRAORDINARY [PART 11—-SEC. 3(i)] Email: 5. Date of closure of Financial Year to which the Annual Return relates (DD!MWYYYY) 6. Business classification (with reference to one or more categories prescribed for business, trade, profession, service or occupation classification) 7. Princi al business activities of the Limited Liabili 4 Partnershi 8. is tiled. SN (ii) iii) (iv) (v) 9. * Summary of partners and designated partners for whom this Forrn Category Individuals LLPs Companies LLPs incorporated outside India Companies incorporated outside !ndia Total Number of Partners Number of Designated partners Number of designated partners resident in India Number of individual(s) as partner for (Dynamic) Note: (In case individual(s) are more than ten, attach details in respect of remaining individual partners in a separate sheet as an attachment. Details in respect of individual(s). (First, enter details in respect of designated partners) Yes NO Cl * Whether Designated partner Eyes, Yes *Whether resident in India *Name : 195 *Father's / Husband's Name : *Nationality : Date of appointment Date of Cessation Changed name Date of change in designation New designation (Please give address and other details of the partner in Addendum to this Whether a partner of partnership firm or limited liability pannership or director of a company O Yes O No Names and addresses of the partnership firm(s) office LLPIN and name of the limited liability partnership(s) Name of limited liability pamership CN and names of the companies in which he is a director Name Whether nominee of a body corporate O Yeso No 10. *Number of bodies corporate as partners (Dynamic) Note: In case bodies corporate are more than five, attach details in respect of remaining bodies corporate in a separate sheet as an attachment. Details in rspect of bodies coQorate and their nominees (First, enter details in respect of designated partners) Category (drop down) LLP, Company, LLP incorporated outside India (LIOI), Company incorporated outside India (CIOI)• LLPIN or Corporate Identity Number (CIN) or LIOI registration number or CIOL registration number *Name [NDIA : EXTRAORDINARY [PART II—SEC. on behalf of the body corporate partner and nominee in liability partnership or , Address of principal office a director Name Iligation and form of Contributions received and accounted tor (in 11 (i) Limited liability pannership Section No. offence Penal \ 91 im osed (ii) Partners/ Designated partners Name of the Partner/ Desi nated Partner Section No. offence 13. *Paniculars of compounding of offences Penalty imposed Date of Compounding of offence Section No. Attachments Optional Attachment. Offence Verification To the best of my knowledge and belief, the information given in this Form and its attachments is correct and complete. To be digitally signed by Designated Partner DPIN Date: Place: Certificate I certiW that Annual Return contains true and correct information. To be signed by a Designated partner DPIN or 198 THE OF INDIA : EXTRAORDINARY I certiW that all the particulars merszioned above are ü•ue as per the books and records of (name ofthe LLP) and found them to be true and cone.... O Company Secretary in practice Certificate of Practice Number Place: &odify Check form Pre-scrueiny Subm@ office' use only This e-törrn is hereby registercd Digital signature of the author-Wing ot-ticer Addend"rn to Form 11 Confirm submission Particulars of addresses and other details of partners/designated partners 1, Number of individuals as partners (In case individual(s) are tnore than ten, attach details in respect of remaining individual partners in a separate sheet as an attachment. [Details in respect of individual(s) (First, enter details in respect of designated partners) ('Ihe details in this Addendum should be in the order of names of partners given in Form I l.) * Whether Designated partner If ves. DPIN *Whether resident in India *Name , *Father's / Ilusband's Name *Nationalitv *Occupation Yes *Income-tax permanent account number (PAN) Passport Number *Pernmnenl resideütial add: , L 11—wg 3(i)] Address 199 •Line 11 *City *State code Email ID *Whetherpresent residential address is same as the pennanent residential address: (Please Tick NO If no, present residential address Address Line Pin ISO Country Code 2. Number of bodies corporate as partner (In case bodies corporate are more than five, attach details in respect- of remaining bodies corporate in a separate sheet as an attachment. First, enter details in respect of designated partners) Details in respect of Bodies Corporate and their nominees. (The details in this Addendum should be in the order of names of partners given in Fonn I l). Category (drop down) LLP, Company, LLP incorporated outside India (LIOI), Company incorporated outside India LLPIN or Corporate Identity Number (CIN) or

LIOI registråtion number or CIOI registration number *Name of the body corporate *Country where registered *Full address of registered office *Line 11 *City *State country code 200 •..NDtarate *ISO Code same as !he permanent re•zldentiai 11—Gvg 3(i)] Pin country Attachments Optional Attachment. Verification To the best of my knowledge and belief, the information given in this form and iG attachments is correct and complete. To be digitally signed by Designated partner DPIN Certificate I certifr that annual return contains true and correct information. To be signed by a designated partner DPIN or . I certify that all the particulars mentioned above are true as per the books and records Of (name of the LLP) and found 201 them to be true and correct. O Company Secretary in practice Certificate of Practice Number odi Check form Pre-scrutin Submi For offce use only This e-form is hereby registered Digital signature of the authorizing officer 1285GU09—26 Confirm submission INDIA Form 12 EXI%AORDINARY address for service of docui»cnts in mandatot•iiy filled. i Partnership anired Liability Partnership Act, 2.008, the declares thc roliowing address. other serving a documen: an it or its partner 203 Phone (with STD Fax : Email; Date of complying with sub-rule(2) of rule 16 : Attachments. (i) Copy of the minutes of decision/resolution/consent of partners, (ii) The extracts of the relevant provision of the Limited Liability Partnership Agreement, if any, (iii) Proof of address, (iv)Optional Attachment. Verification To the best of my knowledge and belief, the information given in this Form and its attachments is correct and complete. and submit this form. To be digitally signed by designated partner DPIN Date: Place: Submi Modi Check form Pre-scrutin For office use only This e-form is hereby registered Digital signature of the authorizing officer , Confirm submission 204 THE OF INDIA Form 13 . EXTRAORDINARY [Refer se('iian 24(1) of the of notice of cessation by a ceasing partner to other Pertners. marked in *are be mandatorily filled. nmited Liabilitv L Address) (DDMMYYYY) All Partners Lirnited Liability Partnership (Other address declared by the Limited Liability Partnership for service of documents) be at least 30 days before the date partner intends to resign] with the provisions of section 24(1) of the Limited Liability (Name Of Partner) , pile notice of my iü!ention to resign as a partner of the the LLP) with effi-•ci frorn lhe partner L-- lhe Autharzsed the panner is a body corporate. Copy of authorization to be Dæe. 205 Form 14 (See rule 33] Form for intimating the Registrar of FirmsfRegistrar of Companies of conversion of nrm'eompany into limited liability partnership. Note — All fields marked in *are to be mandatorily filled. This form is for intimating o Conversion of firm into hmited liability partnership. o Conversion of private company into limited liability partnership o Conversion of unlisted public company into limited liability partnership Part A Conversion of firm into limited liability partnership I. *Name of the firm 2. *Principal address Of the firm 3. *Whether the firm is registered under the Partnership Act, 1932 If yes, date of registrati0n Registration NO" If no, whether the firm is registered under any other law If yes, the name of the Statute Date of registration Registration NO. Part B Conversion of private company/ unlisted public company into limited liability partnership 1. *Name of the company 3. Address of registered office of the company *Line I SEE. Fhorur certificate of Attach cnent. the LLP) hereby the said .!ted liability pan;;. *District into which ihe • , _ convertéd ooration of Gmited Liabiliii' Pannership. of conversi01'i ot :.me of converted firm company) into ,iqned by a of the i-LP who. in case c! conversion ot nn case of conversion of private or - of the directors in the connpan:.• company, 11—auz 3(i)] odi Check form Pre-scrutin Submi For office use only This e-form is herby registered Digital signature of the authorizing officer FORM 15 [See 1 7] 207 Confirm submission Notice of change of place of registered office Note — All fields marked in •are to be mandatorily filled. 2. 3. *Name of the Limited Liability Partnership *Present address of the registered. office of the limited liability partnership *Line *Line *State: *ISO Country Code: * Country: *Pin code: Phone (with STD Fax: 'Emait: 4. *New address of the registered office of the limited liability partnership *Line I *Line 11 •State: *ISO Country code: *Country *Pin code: Phone (with STD Fax: Email: 208 OF EXTRAORDINARY The ful address of Püiice station under whose jurisdiction the etered office addP*t of the limited liability partnership is oi prosec:nicns tnåiated against or show cause notices ty the LCP afieg offences under the Ac[. .:hange of piace cf office is - [PART O Within chy;townJvihage. O From one to another place within the same State. O VVithin the St&ie frorn the jurisdiction of one Registrar to ine iurisdiction oi Registrar. o Chancya the registered office from one State State. Oates of pubhcation puohc notice in the newspapers (Applieabie where of piace of the registered office is one State or sub-rule (4) of rule 17 209 Attachmenu. (i) Proof of changed address of registerd office. (ii) Copy of the minutes of decision/msolutiøn/consent of partners (iii) The extracts of the relevant provision of the Limited Liability Partnership Agreement, if any. (iv) Copies

of public notice, if applicable. (v) Consent of secured creditors, if applicable. (vi) Optional attachment. Verification To the best of my knowledge and belief, the information given in this Form and its attachments is correct and complete. the LLP), am authorized to sign and submit this form, DPIN Date: Place: Certificate It is hereby cenified that I have verified the above particulars from the books and records of (name of the LLP) and found them to be true and correct. o Company Secretary in practice o Chanered Accountant in pmctioe o Cost Accountant in pretice To be digitally signed by Certmcate ofhectce Number Date: Place: 128SGl/09—27 210 THE GAZETTE OF INDIA For Office use nn}y: e-Fo:r.æ is hereby weistcred Digital Signature of the officer Submit to BO Form 16 EXTRAORDINARY [PART _SEC. 3(i)] {Refer seetion 12(! of the Agtl Certificate of Incorporation LLPIN of 20 Limited Liability is incomorated pursuant to section 12(1) of the Limited , Two thousand day of Regtstrar (Seal) 211 FORM 17 [See paragraphs 2, 3, 4 and 16 Of the Second Schedule of the Act and rule Application and statement for the conversion ofa firm into Umi&d Liability Partnership Note — All fields marked in *are to be mandatorily nlled. 2, 3. part A Application *Name of the firm *Principal address of the firm *Line 1 *State *ISO Country Code Email (a) *Whether the firm is registered under the Partnership Act, 1932. Yes C] If yes, date of •registrati0n Registration No• If no, whether the firm is registered under any other law If yes, the name of the Statute under which registered Date of registration Registration No. (b) *Date Of agreement by which firm was formed DD/MM/YYYY I 212 GAZEr1Ti OF EXTRAORDINARY {PART II—SEC, 4. • Totai number of partners in the firm 5. *Names and addresses cf the partners (Dynamic). Name ¯TÄmZÜöi7capiiäf he'd inl Address (House Number, citynown/village, the tinn District, State, Pin code. *Service Request Number (SRN) of Form 1 *Name of the proposed Imited liabllity partnership 8. *Address of registered office of the proposed ümited iiabiity partnership *Line 2 *Siate *ISO Country Code Phone Email ID 9. *Tota: nurnber of partners in the LLP Fax 10. *Whether ail the partners of firm have given their consent for conversion of the firm into the limited liability partnership. If yes, attach the copy of the consent. 11. *Whether all the partners of the limited liability partnership comprise al! the partners of the Firm and no one else. No 213 12. *Whether up to date Income-tax retum Is filed under he Income-tax Act, 1961. If Yes, indicate the period upto which such retum is filed 13. *Whether any proceedings by or against the firm are pending In any Court or Tribunal or any other Authority. If yes, particulars of such proceedings in the following manner :- Name of Court/ Tribunal/ Particulars Authori (In case the number of proceedings is more than five, separate sheet(s) in the above manner may be attached as an attachment.) 14. Whether any earlier application for conversion of the said firm into limited (lability partnership was refused by the Registrar. If yes, give SRN of earlier Form 17 and the reasons for refusal:- (i) SRN (ii) Reasons 15 *Whether any conviction, ruling, order, judgment of any Court, Tribunal or other authority in favour of .or against the firm are subsisting. 214 THE GAZETTE OF INDIA EXTRAORDINARY If Yes, details thereof in follovf,ng manner:- Section and the title Particulars of relevant Act [PART IPSEC, 3(i)] Name of Court/ Tribunal Authori (In case the number of proceedings is more than five, separate sheet(s) in the above manner may be attached as an attachment.) 16. *Whether consent of all the creditors for conversion of the firm into limited liability partnership has been obtained. Yes If Yes, attach the list and consent of such creditors. 17. *Whether any clearance, approval or permission for conversion of the firm into limited liability partnership is required from any other body/authority. If Yes, whether the applicable approvals from the concerned body/authority or authorities have been obtained. 18. *Whether the Statement ef assets and liabilities of the firm duly certified as true and correct by a Chartered Accountant in practice and made upto a date not preceding 30 days of the date of filing the application for conversion attached. Yes To be digitally signed by designated partner DPIN Date Place 215 Part B partner of MIS (name of the firm) registered under the Indian Partnership Act, 1932 or under (name of the law) at (name of the place) In the state It-IT Of (name Of the State or Union Territory) on (date); registration number and also named in the incorporation document of (name of the LLP) as a partner or designated partner give my consent for the conversion of the said firm M/s (name of the firm) into the limited liability partnership. i state that I shall be personally liable (jolntly and severally 2. with the limited liability partnership) for the liabilities and obligations of the firm which were incurred prior to the conversion or which arose from any contract entered into prior to the conversion. I further state as under: (I) that all the requirements ot the Limited Liability Partnership Act, 2008 and the rules made thereunder have been complied with, In respect of conversion of firm into limited liabllty partnership and matters precedent and incidental thereto; (ii) that all the partners of the limited liability partnership

comprlse all the partners of the firm and no one else; 216 THE GAZETTE OF INDIA : (Ili) that the applicab}e clearances, approvals or permlsslons for conversion of the firm into a 'imlted (lability partnership from any body/authority have been obtained; (iv) that the consent of all the creditors for conversion of the firm into limited liability partnership has been obtained; (v) that to the best of my knowledge and belief, the information giyen in this form and its diiachments is correct and complete. Attachments 1. 2. 3. 4, 5. 6, Statement or partners of the firm (may be attached in a tabular form) Incorporation Document & Statement En Form 2 filed electronically , Statement of Assets and Liabilities of the firm duly certified as true and correct by the Chartered Accountant in practice. List of ali the creditors along with the'r consent to the conversion (may be given in the form of a tabular statement). Approvä! from body/authocity. Optlonal attachment. To signed by panner or designated partner Dats. (The of remaining partner(s) shall be given in the above fonnat as a tabular statement as an attachment.) Certificate It is hereby certified that I have vedfled the above particulars from the books and records of M/s Name of the firm) and round them to be true and correct. Company secretary o Chenered Accountant D Cost Accountant in pracUce Dig!tally Signed Certificate of Practice Number Date: Place: Chcck Form Pre-scrutiny Submit 3(i)] Fw only Digiu.18iyÄre of the authorizing officer This e-form is hereby approved mis e-fom is hereby rejected FORM 18 2 and 3 of Thid Scheide, 2, 3 md 4 of Fourth offhe Act ma' ride 39(1) and Application and Statement for conversion of a private company/unlisted public company into limited liability partnership. Note — All tiekls merued iR *are to be mnndetorily ntled. 217 1. 2. 3. 4. 5. 6

7. Application •CIN *Name of the Company *Date of incorporation 'Name of ofte of Registrar of Companies of registered office of the company *ISO Country Code Phone *Total number of shareholders in tw company 'Names and addresses of the shareholders Name 128561/09—28 Address I (House Number, citynown/village, District State, Pin code. Number of shares held in the company. 218 8. THE GAZETTE OF INDIA : EXTRAORDINARY (In oase number or share.ho!ders is more than ten, separate sheet(s) in the above manner may be auched es an attachment,) *Service Reques! Number (SRN) of

Form 1 9 *Name of the proposed limited liability partnership 10. *Address of registered office of the proposed limited }iability partnership *PIN Code ! GO Cc.'åfitry Code M. *Total number of partners in the LLP *Whether a!! the shareholders of the company have given consent for conversion of the company into the ;lmited oartnership. yes No 13. *Whether au the partners of the limited liability comprise afl the shareholders of the company and *Whether any security interest in the assets of the co,moaoy is subsisting or in force. give dnt•pil; [PART 3(i)] LI—W' 3(i)] 15. *Whether up to date Income-tax return is filed under the Income-tax Act, 1961. If Yes, indicate the period upto which such return is filed DD/MM/WYY 16. *Whether any prosecution initiated again>t or show cause notice received by the company for alleged offences under the Companles Act, 1956. Yes No If Yes, give details in the following manner:- SN Section of Date of issue of Status (reply sent/ under 219 show cause the Companies notice Act under Which action initiated examination by concerned authority) (In case number of prosecution initiated/ show cause notice received is more than five, separate sheet(s) in lhe above manner may be attached as an attachment.) 17. *Whether any proceeding by or against the comoany is pending in any Court or Tribunat or any other Authority. 220 THE GAZETTE OF INDIA : EXTRAORDINARY IF Yes, details thereof in following manner:- Name of Court/ Tribunal/ r Particulars Authcrity (In case ntnnber of proceedings is more than five, separate sheet(s) in üle abc,ve manner may be attached as an attachment.) 18. *Whether any earlier application for conversion of the said company into limited liability partnership was refused by the Registtar. Yes If yes, give SRN of earlier Eorm 18 and the reasons for refusal : SRN (ii) Reasons 19. 'Whe2her any conviction, ruleng, order, judgment of any Court, Tribunal or other authority in favour of or against the company is (PART [I—SEC. 30 subsisting. Yes No if details taereof in fDNowing manner:- Section and the title : Particuiars of relevant Act Name of Court/ Tribunal/ (In case nutrteer proceedings is mure than five, separate sheet(s) in the abO%.Æ may be attached as ari attachr.i"lit.) 221 20. *Whether consent of all the unsecured for conversion of the company into limited liability partnership has been obtalned. Yes No If yes, copy thereof. 21. *Whether any clearance, approval or permission' for conversion of the company into Ilmtted liability partnership is required from any body/ authority. If Yes, whether the applicable approvals from the concemed body/au&.orjty or authorities have been obtained. 22. *Whether upto date documents Including Immediately preceding balance sheet and annual returns under the Companles Act, 1956 have been flied. Yes 23. *Whether the «atement of asse« and liabiliües of tie company duly certified as true and correct by ure auditor up to a date not preceding 30 days of the date of filing the applicMion attached. Yes To be digitally signed by designated partner Date Place 222 THE GAZEHE OF INDIA . EXTRAORDINARY Part B Statement shareholder of (name of company) and also named in the incorporation document of 11--sec. the (name of the LLP) as a partner or designated partner give my consent for the conversion of the said company (name of the company) into the limited liability partnership. I state as under: (i) that all the requirements of the Limited Liability Partnership Act, 2008 and the rules made thereunder have been complied withs in respect of conversion of private company/ unlisted public company into iimited iiabi}ity partnership and matters precedent and incidental thereto; (ii) that all the partners of the limited liability partnership comprise ail the shareholders of the company and no one else; (iii) that the applicable clearances, approvals or permissions for conversion of the company into a limited liability partnership from any authority/authorities have been obtained; (iv) that the consent of an the unsecured creditors for conversion of the company into limited liability partnership has been obtained; (v) that all the documents due for filing including balance sheet and annual return for the immediately preceding financial year have been filed under the provision of the Companies Act, 1956; (Yi) that to the best of my knowledge and belief, the information given in this form and its attachments is correct and complete. qmr1—M'3 i] A"achments 223 i. 2. 3. 4. 5

6. Statement of shareholders (may be given In a tabular Incorporation Document & Statement In Form 2 filed electronlcany. Statement of Assets and Uablllltles of the company duly certified as rue Z)d-correct by the auditor. ust of all the unsecured creditors along wlth their consent. (may be attached In a tabular form) Approval from any other body/authority. Optlonal attachment, To be digitally signed oy a parmer or Place: stüment(s) of remaining shareholdet (s) shall be given in above fomat as a sutement u an attachment.) It 's hereby certlfled that I have verified the above particulars from the books and records of (name of the company) and foun t em to true •nd correct. o Company secretary in pr•ctJce o Chartered Accountant In practice o Cost Accountant In r•ct/ee Dlgle•lly Slgned Certificate of Practice Number Date: Place: Mod!fv Check Ponn Pre„scrutiny Submit For only Digital •signature of the authorizing officer This

e -fom is hereby rejected 224 THE GAZETTE OF INDIA : EXTRAORDINARY FORM 19 [See rule Certificate of Registration on Conversion of [Firm! cempany] to [insert name of limited liability pamershipl [PART 11-—SEC. LLPIN hereby certify that of 20 Limited LiabiliW PMnership is this day registered pursuant to section 58(1) of the Limited Liability Partnership Act, 2008. Given under my h?nd at , Two thousand day of Registrar 39)] 1,..... follows: 225 of [See rule 35(1)] partnership application No..... of 20... Applicants Summons solemnly affirm and state as 1. I am the designated partner/ partner of the said limited liability partnership, or the liquidator of the said limited liability partnership in liquidation. (Where the application iS not by the limited liability or Its liquidator, but by a partner or creditor, the above paragraph should be suitably altered)

2. The limited liability partnership was incorporated on . The document now produced and shown to me is ....20 a copy of the incorporation document of the said ttmlted liability partnershii

3. The registeied office of the tlmited liability partnership is situated at.....

4. The limited liability partnership commenced the business of......(e.g..., manufacture of auto parts etc.) and has been carrying on the same, since..... 5. (Here set out in separate paragraphs the that hove necessitated the proposed convromise or arrangement, the objects sought to be 1285GUD9—29 226 THE GAZETTE OF INDIA : EXTRAORDINARY PART IL—Sec 3 i achieved by it, and the arrangement. A copy of terms of the compromise or the proposed compromise or arrangement should be marked as an exhibit and annexed to the affidavit). 8. (Here set out the class of creditors or partners with whom the compromise or arrangement is to be made; where the arrangement is between the limited liability partnership and its partners, it should be stated whether any creditors or class of creditors are like'y to be affected by it.) 9. It may be necessary that a meeting (or meetings) of the creditors or partners (if the meeting is only to be of a class of creditors, it should be so stated), should be called to consider and approve the proposed compromise or arrangement. It is suggested that the meeting (or meetings) 10. may be held at the premises of the registered office of the limited liability partnership or at such other place as may be determined by the Tribunal, and on such date(s) and at such time(s) as this Tribunal may direct; and that a chairman may be appointed for the meeting (or for each of the meetings) to be held. It is suggested that notice of the proposed 11. compromise or arrangement and of the meeting may be published once in (here set out the newspapers) and in such other manner as the Tribunal may direct. It is prayed that necessary directions may be 12. given as to the issue and publication of notices and the 3(i)] convening, holding and conducting of the meeting(s) proposed above. Solemnly firmed. Sd/- A.B. Before me Commissioner for Oaths Date: mace:

FORM 21 (See rule 35(2)) of 20... Limited liability partnership application No..... . Applicants Summons for directions to convene a meeting under 60(1) Let •all parties concerned attend the Member of the Tribunal 227 in Chamber Day of 20..., at day, the . .. noon on the hearing of the applicant of .....o' clock in the the above named limited liability partnership [or of the applicant(s) above named] for an order that a meeting (or of [Here enter separate meetings) be held at . the class or classes of creditors or the partners of which the meetings have to be held] of the above limited liability partnership, for the purpose of considering, and if thought fit, approving, with or without modification, a scheme of 228 THE GAZETTE OF INDIA EXTRAORDINARY compromise or arrangement proposed to be made between the limited liability partnership and the said (here mention the class or classes of creditors or partners) of the said limited liability partnership; And that directions may be given as to the method of convening, holding and conducting the said meeting(s) and as to the notices and advertisements to be issued. And that a chairman (or chairmen) may be appointed of the said meeting(s), who shall report the result thereof to the Tribunal. Authorized representative for the applicant(s) Officer of the Tribunal. The affidavit of... ...will be used in support of the summons. Note: Where the limited liability partnership is not the applicant, the summons should be served on the limited liability partnership, or, where it is being wound up, on its liquidator. Date: Place : 11—sæ. 229 FORM 22 35(11) (17) and Of*r of Couro Registmr Note — AH news markd in '"e to be —d. 2. 3. 4. 5. 6. 7. 8. g. 'LLAN *Name of the limited liability pamership .Address of registered *Line 1 'Sme *ISO County *county *Email ID of Governrnent *Date of order 'Dae ot receipt of cerbfied af by on behalf ;- 230 THE GAZETTE OF INDIA Name Address *Line *District : *State: *Pin code : Attachment. (i) *Certified copy of the order. (ii) Optional attachment Verification : EXTRAORDINARY [PART 11—sm. 3(i)] To the best of my knowledge and belief, the information given in this Form and its attachments is correct and complete. 1 have gone through the provisions of the Limited Liability Partnership Act, 2008 and the rules• framed tbcre under. I have been authorised to sign and submit this form. (Designated partner in case of LLP or by authorized representative in other cases) DPIN, if applicable Dated: Place: Modi5r Check Form Pre-scrutiny For Office use only: This e-Form is hereby registered Digital Signature of the authorizing officer BO Submit submit to 11—auz 3(i)] 1 2 231 FORM 23 [See Applicatioxr for direction to LLP to change its name 'Name of the applZant 'Address of the applicant *Line 2 *State *ISO County Code •counn•y Code 3 4 Email ID 'LLPtN of limited liability pamership or the CIN of company or Registration No. of other entity, if any (a) 'The name with which the limited liability partnership or the company or any other entity was incorporated or registered. (b) *Address *Line 2 *State *ISO Country Code •country *PIN Code 232 5 THE GAZETTE OF INDIA : EXTRAORD[NARY Email ID Grounds of objection [PART 'I—SEC. 3(i)] Atachmen&. I .Copy of the authority to make application. 2.Copy of incorporation/registration certificate of limited liability partnership or the company or registration certificate of other entity, 3. Optional attachment. Verification To the best of my knowledge and belief, the inforrnation given in this Form and its attachments is correct and complete. I have gone through the provisions of the Limited Liability Partnership Act, 2008, the rules framed there under. I have been authorized to sign and submit this application. To be digitally signed by the applicant Date Place For Office use only: This e-Form is hereby qpproved This e-Form is hereby rejected Digital Siglature of the authorizing officer Submit to BO 233 FORM 24 [See tule A*icadon be Reg%ar for strfklrw off Note — AB "elds marbd In •are be mandatorIY nued. 2. •Name of the 'imibd liability partnership 4. 3. offce address *City District *Isocountry *Country Phone *Ernail ID *Name and address of the designated partners (In case of more than 5 designated partners, attach details of desigæted partners in a separate sheet as an attachment) *Name *Address *Line •Line 11 *City/TownfVillage District : *Pin code 5. 1285G I /09—.30 'Narne end address of other partners 234 GAZETTE OF INDIA : EXTRAORDINARY (In case of more than 5 partners, attach details of remaining panners in a separate sheet as an attachment) Address * Line *Line 11 *CitynownfVillage : District : * State: *Pin code : 6, *Whether up to date Income&x returns filed. Yes No 7. 'Whether consent of a" the partners obtained. Yes NO 8. 'Copy of the latest statement of assets and liabilities not preceding 30 days of tte date of fling application attached Attachments *Copy of detailed application 2. Copy of authority to make the application 3. Copy of consent of all partners or creditors

4. Copy of the undertaking in case ot';triking off name

5. Optional attachment. Verification To the best of my know\edge and belief, the information given in this Form and its attachments is correct and complete. [PAKT 11 —ST. 3(i)] I have gone through the provisions of the Limited Liability Pannership Act, 2008 and the rules framed there under. I have been authorized to sign and submit this application. To be digitally signed by the designated partner 235 Place odi Check form Pre-scruti DPIN Subm For offce use only Digital signature of the authorizing offcer This e-fonn is hereby approved This e-

form is hereby rejected FORM [See 18(3)] Application mr reservation/re•ewal of n.me by a foreign LLP/foreigø company Note — All Gelds marked in •are to be mandatorily filled. O Reservathn O Renewai of Reservaüon SRN ot reservation •Name of the appltant Address of the applicant State *ISO Coutiü•y Code *PIN Code 236 THE GAZETTE OF INDIA : EXTRAORDINARY country [PART 11—sæ. 2 Phone Email ID Name of the foreign limited liability partnetship or foteign company Registered office addre€,q principal place of business address of fcteign Emited pamership or foreign company *Line 1 State *ISO Country Cede Country 1_ Phone Email IL) *Date of incorporation/ registration ';ncorporaticn o,- registration number County of incorpoiation or registration Attachments District r Fax (DO!MM/YYYY) I . Certified copy of the incorporation or registration certificate

2. Certified copy of the authority to submit the 3. Optional attachment. Verification T the of knowledge and belief, the information given in this Form and its a'E2ch:nents is correct and complete. through rhe provisions of the Limited Liability Partnership Act, 2008, the framed thereunder. authorized to 5ign and submit this application. 11—0K 3(i)] To be digiully siy•ed by applicant be held on the ..... day of ..... 20... .. Signed this .... day of 20 237 odi Check form Pre-scrutin Submi For office use only Digital signature of the authorizing officer nis e-

form is hereby approved Ihis e-form is hereby rejected csee rule FORM OF PROXY Ilmited liability parttw•ship) . being a partner of the above named limited liability partnership hereby appoint . . or failing him, . as my proxy to vote for me on my behalf at the meeting of the partners of the limited liability partnership to Signature of Partner Place: 238 THE GAZETTE OF INDIA : EXIRAORDINARY FORM 27 (See rule 34(1)] Form for registration of particulars by foreign limited liability partnership Note — Ail fields in •sre to be mxndatorily fined. l. *Name ofthe fimited liabili'.y partnership incorporated or registered outside India : 2. (i) *Country where the iimited liability partnership is incorporated (ii) *Details of relevant Statute under which the limited liability partnership has been incorporated (iii) *Details of thc authority under which limited liability partnership is estabiishing a place of business in [ndia 3. *State of principal place Of business in India 4. (i) *Date of establishment of principal place of business in India (ii) *Dute on which approval of Reserve Bank of India obtained 5. Full address of the registered or principal office of the limited liability partnership incorporated or registered outside India: *PIN [PART 11—SEC. 30)] 239 6. 7. *Full address of the omee of the limited liability partnership in India which is deemed as its principal place of business in India *Line I *Line 11 *City *Pin Phone *Email ID *State *List of persons resident in India and authorised to accept on behalf of the limited liability partnership service of process and any notices or other documents required to be served on the• limited liability partnership; *Number of persons authorized Particulars of person authorized l. Income-tax pennanent account number(PAN) [drop down] Name of person resident in India authorized to accept on behalf of the foreign limited *First Narne *Sumame *Father's / Husband's Name: *Designation': *Nationality: *Where the Nationality of origin is different from the above mentioned nationality, *Nationality of origin: *Date of bi.rth Others (please specify) 240 THE GAZETTE OF iNDfA : EXTRAORDINARY If already a partner of partnership firm or limited liability partnership or director of a company, specify the following: No. of partnership firms in which he is a partner Dropdown Names & addresses of the partnership firm(s) Address of principal office: No. of limited liability partnership(s) in which he is a partner Dropdown LLPIN and name of the limited liability partnership(s) LI-PIN Name of limited liability partnership No. of Company (ies) in which he is a director Dropdown Name and CIN of the Company(ies) [PART 11—SEC. 3(i)] CIN Name of Company Perrnanent residential address Address *City *Pin *Country *Email *Whether present residential address is same as the permanent address Yes Present residential address 3(i)] 241 City Pin Email iD case the authoriz*d representatives are more than five, attach details in-respect of rernaining representatives in sheet as attachment

8. List of partners & designated partners, if any,- *Number of partners *Number of designated partners, if any *Particulars of partners;- Present Name *First name : *Last narne : *Middle name : Former Name(if any) *First name : *Last name : *Middle name *Father's / Husband's Name : *Nationality : *Where the Nationality of origin is different from the above mentioned nationality , *Nationality Of origin: *Date of birth : *Business/occupation : 128501/09—31 242 THE GAZETTE OF INDIA . EXTRAORDINARY Others (please specify) *Whether designated partner YesO No C] Usual residential address Address *City *State *Pin * country Email ED *Whether nominee ofa body corporate If Yes. (i) Name of the-body corporau.: (ii) Address of registered or p: incipai office of the body corporate Pin Phone NOW In case the partners/ desigri;ned panners are more than five. attach details in rsoect of remaining partners' designated partners in separal€ sheet as attachment. Attachments '.-•oration document or other instrument [PART II—SEC. 3. constituting partnership Extracts nartnership h Copy Qi partnership or certtfÉe-. constitution of the i•mited liability ?oanner specified in the sub-rule (2) sneer which the nn-eigo iimited liability which the foreign !imited liability of business in India 243 4. 5. 6

7. Copy Of ofReserve Bank of for allowing%g foeign limited pamership to esOblish place of bukirrss India If the above instrument is not in English then the translated version of the documents, certified in the manner spedfied in the sub-rule (S) of rule 34. Pouer of attömey in Optioml attachment. Verification To-the best of my knowledge and belief, the given ip tWs Form a.nd its attuhmentiis.cprrect and complete. I have gone through die provisions of the Liability P"mership Act, 2008 end the framed there under respea of establiAnment of place by a foreign limited liability parmership. I am authorised to sign and submit this form. To be digitally signed by: AuthorizAi representative of foreign limited liability panhership Date: Pteæ: odi Check form he-scrutin Subm• For off* use on!! Digital signature oflthé authorizing officer 'Ihis e.

form is hereby registered 244 THE GAZETTE OF INDIA FORM 2} {See rule 34(3J] Alteration in the - 4 A) the incorporation document. or other instrument constituting or denning the co•stitutbn Of • limited liability partnership incorporated or registered outside Indie; Or (B) the registered or principal office ofa limited liabiiity partnership incorporated or registered outside India; or the partner or designaeed partner if any of a limited liability pertnership incorporated or registered outside India. Note — Ail fields marked in *are to be mandatorily filled. *Name ot' the LLP incorporated or registered outside India: c,untry where the LLP incorporated * l' year ended on (nalne of the foreign LLP) having established a place husiness in [lidia hereby gives you notice of the alteration in other inslruntent constituting or defin$Gp the constitutic,n of d amieed liability or rcgistercd outside India: nr Che rt.psteted prmcipai Oftice of a limited Eiability partnershep nco.vordted or registered L"gtside India: or nanner or any of a limited liability partnership inco' or Ft2istered outside india (A) the Incorporation document, or other instrument constituting or defining the constitution of a limited liahiiity partnership incorporated or registered outside A brief description of the alteration is given hereunder: As decision takeli bv LLP •-1m 11—wg 3(i)] 245 was authorised to file this alteration with the Registrar. [Certified copy of the decision and/or the copy of the amended document should be enclosed. If the decision is not in English, a certified translation thereof must be enclosed.] (B) die registered or principal offce ofa limited liability partnership or registered outside India (i) lhe registered/principal offce of LLP in the country of incorporation has been shifted with effect from (ii) The new address is as under:- Linel Line n Pin country (C) the partner or designated partner ofa limited liability partnership incorporated or registered outsi& India (i) partner/dgsig.»ated partner of the LLP fifindividual) Name and sumame in Usual residential address, email 11) Nationality Remarks as Business/ occupation or to alterün if there is no business/ occupation, pa.rticulars of other partnaship/ directorships held, if any 246 THE GAZErrE OF INDIA • EXTRAORDINARY partner of the LLP (if bodies corporate) n—sæ. Corporate Rcgistcred offce or offce of body corporate Attachments Names of diwctors'partners Remarks as i ofbodv corporate to alteration Full name and address of each ditector ot i partner Nationality of each director or partner and nationality of origin if different from present nationality 2. 3

4. Copy Df the decision or other document through which alteration has been made If the above instrument is not in English then the translated version Of the documents, certified in the manner specified in the sub-rule (S) of rule 34. Power of attorney in aavoer of authorized representative Optional Attachment. Verification To the best of my knowledge and the information given in this Form and its attachments is correct and complete. I have gone through the provisions of the Limited Liability Partnership Act, 2008 and the rules framed there under in respect of establishment of place of business by a foreign Limited Liability Partnership. I am authorised to sign and submit this form. 3(i)] To be dWtany signed by: Aurborimd mpmsentative of foriB1 limited liabiliV parmer*ip 247 odi Check fom he-scrutin Subm• For office-use only Digital signature of the authorizing officer cæ:ææ:::::::] Ms e-

form is hereby registered FORM 29 [See rule 34(3) (8)] (A) Alwation in the certificate of incorporation or regisn•ation of liiility incorpormed registered outside India (B) Alteration in name or of any of the persons authorized accqt on behalf ofa foreiY1 limited liability partnerShip in India; (CY Alteration in die principat place of banineß of foreiym limied li±ility partnership in India; (D) Casmi«t to hayc hßia Note— All news marked in *are to be mandatorily Nled. *Name Of the foreign LLP: * FLLPIN *Country where die foreign LLP is incorporated The above mentioned foreign LLP having established a place of business in India at hereby gives notice for — O O alteration-in_me certificae of incorporation or registration of limited liability partnership incorporated or registered outside India alteration in the narne or address of any of the authorized to service on behalf of a foreign limited liability partnership in India; 248 THE GAZETTE OF INDIA ; EXTRAORDINARY [PART 11---SEC.. O alteration in the principal plEe of business of limited liability pa.rtnership in India; O Cessation to have of business in India (A) alteration in the certificate of incorporation or ngistrøtion or limited liability partnership incorporated or registered outside India *A brief description of the alteration is given hereunder: Date of Alteration (B) alteration in the name or address of any of the peaons aufiorized to accept service on behalf or a foreign limited liability partnership in India; (1) Present name and surname in full (2) Date of alteration Usual residential address Remarks as to alteration (give date) (C) alteration in the address of principal place of business of the foreign limited liability partnership in India. (I) The principal place of business in India was shifted with effect from (2) Date of alteration (3) The changed address is as under:- state Pin ISO Country Code [3(i)] 249 county (D) (1) that it intends to close its place of business in India at the following placa.-- state Pin country (2) Date of intention to close (3) That the LLP is not maintaining the place of business at any other place in India. (4) 'Ihat the LLP has filed with the Registrar all documents due for filing. Attachments (ii) (iii) (iv) Copy of the decision or other document through which alteration hæ been made Copy of approval of Reserve Bank of India for cessation of place of establishment of office in India of the foreign limited liability partnership Power of attorney in favour of authorized representative Optional Attachment. 250 THE GAZETTE OF INDIA : EXTRAORDINARY Verification [PART IPSEC, 3(i)! To the best of my knowiedge and belief, the information given in this Form and its attachments is correct and complete. have gone through thc provisions of the Limited Liability Partnership Act, 2008 and the rules framed there under in respect of establishment of place of business by a foreign Limited Liability Partnership. am authorised to sign and submit this form. To be digitally signed by: authorized representaåivc of ft',rcign limited liability partnership +vlodifv Check fontl Pie-scrutiny FOF office. use onlv signatutc of the aüthorizing officer EhlS{ e-tari,n is herebv registered Confirm submission II—GÜZ 3(i)] 251 Form 30 [See rule 10)] CertifiOate for Establishment of Place of Business in India Foreign Limited Liability Parmership Registration Number: — Year — I hereby certify that Form No 27 dated filed pursuant to rule 34 of the Limited Liability Partnership Rules, 3009 informing establishment of place of business in India at frdm by with effect a Limited Liability Partnership' originally incorporated in registered. Given under my hand at has been day Regis&ar (Seal) of 1285Gl/09—33 Two Thousand 252 Note THE GAZETTE OF INDIA : EXTRAORDINARY FORM 31 [See rule 41(1)] Application for compounding of an offence under Act — All fields in *are to be mandatorily filled. [PART 11—SEC. 3(i)] 2. *LLPIN *Name of the limited liabili 3. Registered Office Address *Line I Phone *Email ID artnershi Fax 4. *Name and address cf the persons seeking compounding of the offence (In case ot more than S persons. attach details of such persms in a separate sheet as an attachment) *Name * Address Line I *Line 11 District : *State; *Pin code 253 5. Name and address of the permns who have teceived fie shw cause notice, if any. (In case ot more than five persons, deäib of remahirg persons in a separate sheet as an attachment) Name Address Line 11 CiynownNillage : District State: Pin code 6. Please indicate the section of tté Act under which offence has been cmmited: "(iD indicae the retevant penalty pmvisions Of 7. mether the offence has been good on date of applicqü. if applicable, Yes No 8. Copy of the Ia&st sEternent of asseb and liabilities &che-d. Attachments I. *Copy of &tailed anlication 2. Copy of authority to rnake the mlication on behalf of the LLP 3. Cow ofamhority to nuke the applicatim on behalfofother rrsoas 4. attachment. Verification To the best of my knowledge and belief, the infonnation give' in diis Form and its attachments correct and complete. I have gone through the provisions of the Limited Partnership Act, 2008 and the rules framed there under. 254 THE GAZETTE OF INDIA : EX —LP 11 --SE-c_ have been authorized to sign and submit this application on behalf' of (name of persons on whose behalf application is made) be digitally signed by the designated partner Authorized representative DPiN Date Place iModiiY Cheek form Pre-

scrutiny Submit* For office use onlv Digital signature of the authurizing officer This e-form is hereby approved Thig e-form is hereby rejected Confirm submission ANNEXURE 'A' For registrati0i'l Limited Liability Partnership including conversion of a firm or a private company or an unlisted pub}ic company into Limited Liability Partnership: (b) (d) Limited Liability Partnership whose contribution does not exceed Rs. lakh I,imited Liability Partnership whose contribution exceeds Rs. i lakh but does not exceed Rs. 3 lakhs Limited Liability Partnership whose centrilunion exceeds Rs. lakhs bur does not exceed Rs. IO Limited Liabilit\• Pannership whose contribt_ltior exceeds Rs. lakh Rs. 500/- Rs. 2000/- Rs. 4000/- Rs. 5000/- 255 2. The difference between the fees payable on the increased slab of contribution and the fees paid on the preceding slab of contribution shall be paid through Fonn 3

3. For filing, registering or recording any document, forn, statement, notice, Statement of Accounts and Solvency, annual return and an application alongwith the Statement for convemion of a firm or a private company or an unlisted public company into LLP by this Act or by these rules required or authorized to be filed, registered or recorded: (a) (b) (c) (d) Limited Liability Partnership whose conüibution does not exceed Rs.I lakh Limited Liability Partnership whose contribution exceeds Rs. lakh but does not exceed Rs. 5 lakhs Limited Liability Partnership whose contribution exceeds Rs. 5 lakhs but does riot exceed Rs. IO lakhs Limited Liability Partnership whose contribution exceeds Rs. 10 lakh Rs. 50/- Rs. 100/- Rs. 150/- Rs. 200/- Fee for any application than application for conversion of a 4. firm or a private company or an unlisted public company into LLP shall be as under:- (a) (b) (e) An application for reservation of name uls 16 An application for direction to change the name Application for reservation of name under Rule Application for rtnewal of name under rule 18(3) Application for obtaining DPIN under rule 10(5) Rs. 200/- Rs. 10000/- Rs. 10,000/- Rs. 5000/- Rs. 100/- Fee for inspection of documentS or for obtaining certified copy 5. thereof shall be as under:- 256 (a) THE GAZETTE OF INDIA EXTRAORDINARY For inspection of documents of an LLP under section 36 IL—ST. Rs. 50/- For Copy or extract of any document under Rs. 5/- per section 36 to be certified by Registrar page fractional part thereof Fee for filing any form or a Statement of Account and Solvency or a 6. notice or a document by foreign limited liability partnership (a) For filing a document under rule 34(1) (b) Any other form or Slatement of Account and Rs.5000/- Rs.lOOO/- Solvency or notice or document NAME OF DOCUMENT (2) Incorporation document ANNEXURE 'B' PERIOD OF PRESERVATION No. (1) 1. 2 3

4. Notice of situation of registered office [Section 13] Information with regard to Limited Liability Partnership Agreement or any changes made I therein [Section Notice of other address of any limited liability partnership at which documents to be served [Section 13(2)] 3 Permanent Permanent Permanent Permanent 11—aug No. (1) 1. 2. 3. 4. 5. 6. 7. 8. 9. 10.. 11. 251 NAME OF DOCUMENT (2) Statement of compliance with requirements of üe Act by an Advocate or Company Secretary or Chaitered Accountant or Cost Accountant in whole- time practice and by any person who subscribed his name to the incorporation document [Section Notice of a person ceasing to be a partner and any change in the name or address of a partner Registered documents relating to LLP struck off under Section 75 together with correspondence or copy of the order of restoration of the LLP into Yie register Annual return of a limited liability partnership Consent of candidates. to act as designated partner to be filed with the Registrar [section 7(4)] Consent to act as a partner Statement by a" the partners of firm containing particulars of firm along with application for Its conversion into limited liability partnership Statement by alt the shareholders containing particulars of private company/unllsted public company along with application for its conversion into limited liability partnership Certified copy of the order(s) of he Tribunal under section 60/61/62. Copy of tie order of dissolution of a LLP by Tribunal [Section 63] Statement of Account and Solvenc PERIOD OF PRESERVATI ON 3 5 years 5 years 5 years 5 years 5 years 5 years 5 yeaß 5 years 5 years 8 ears 258 THE GAZ.F-_TTL INDIA -see 30M ANNEXURE 'D' Particu\ars of documents relating to limited liability partnership PART I NAME OF LIMITED LIABILITY PARTNERSHIP ACT UNDER WHICH REGISTERED DATE ON ; DESCRIPtfÖN-y-MODE OF FINALLY DOCUMENTS DESTRUCTION DISSOLVED DESTROYED WITH REMARKS OR WOUND UP OR STRUCK OFF Particulars of documents other than those specified in Part I PART NO. FILE"ÖF DCCUMENTS DESTROYED SUBJECT TO WHICH THE DOCUMENT REFERS DESCäiPtiö\löÉ ¯rjÅTE AND MÖÖ€Öfl DOCUMENTS DESTRUCTION WITH DESTROYED REMARKS (F. No. 2/10/2008-CL-VI JITESH KHOSLA; Jt. secy. P 2 the Muuger, Gon. of India Press. Ring Mayapuri, New Delhi-1 and Published by the Canlroller of Publications, Delhi-110054