

# Financial Supervision Commission

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## Practice Note

NMVPNI3/2008

6<sup>th</sup> April 2008

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### The Companies Act 2006

#### Company Forms and Documents

This Practice Note replaces NMVPNI3/2006 “Company Forms and Documents” issued on 1<sup>st</sup> November 2006.

#### Introduction

**NOTE:** - This Practice Note is issued by the Financial Supervision Commission in its capacity as Registrar of Companies under the Companies Act 2006 (“the Act”).

A copy of the Act is available on our website at:

[www.fsc.gov.im](http://www.fsc.gov.im) > *Companies Registry* > *Companies Legislation*

This Practice Note summarises the forms, certificates and other documents issued or to be issued under the Act. Section references are to the Act unless otherwise stated.

This Practice note is intended to help those presenting documents to identify the correct form and the provision under which it is required. The list below should also assist those conducting searches to identify the documents listed in the search results. Copies of the forms are available on our web site at:

[www.fsc.gov.im](http://www.fsc.gov.im) > *Companies Registry* > *Company Forms* > *2006 Companies*

The list below also includes certificates and other documents that will be issued by the Registrar. Blank copies of these will not be available in the above directory. However, certificates and documents that have been issued, signed and dated in relation to 2006 Act companies will be available following issue in the appropriate company file.

The Commission cannot give legal advice. For further information about the forms and their use you will need to refer to the Act or consult your legal advisor.

<b>Document Type</b>	<b>Document Description</b>	<b>Section reference</b>
IM02	Change of Name Application	14(1)
IM03	Notice of Amendment to Memorandum or Articles of Association	9(a)
IM03A	Amended Memorandum or Articles of Association	9(b)
IM04	Change of Registered Office	75(2)
IM05	Change of Registered Agent	75(2)
IM06	Intended Resignation of Registered Agent	76(2)
IM07	Resignation of Registered Agent	76(4)
IM08	Appointment of Receiver	142(1)
IM09	Cessation of Receiver	142(2)
IM10	Change in Register of Members	203(2)
IM11	Cessation of Filing of Change in Members	203(3)
IM12	Change in Register of Directors	204(2)
IM13	Cessation of Filing of Change in Directors	204(3)
IM14	Conversion to PCC Application	115(5)
IM15A	Final Winding-up Meeting	<b>CA1931 - 224(3)</b>
IM15B	Final Winding-up Meeting	<b>CA1931 - 233(3)</b>
IM16	Particulars of Charge	138(2)
IM17	Particulars of Variation in Charge	139(2)
IM18	Particulars of Charge Filed Late	140(2)
IM19	Memorandum of Satisfaction	141(1)
IM20	Re-registration Application	143(1)
IM20A	Statutory Declaration	144(1)
IM21	Re-registration of 1931 Act Company Application	148
IM22	Scheme of merger	154(2)
IM22A	Statutory Declaration	154(2)
IM23	Scheme of consolidation	154(2)
IM24	Scheme of Arrangement - Merger	159(1)
IM25	Scheme of Arrangement - Consolidation	159(1)
IM25A	Consent of Registered Agent	157(3)
IM26	Dissenting shareholders	160(2)
IM27	Continuation Application	162(3)
IM27A	Statutory Declaration	162(3)
IM28	Statutory Declaration	164(1)
IM29	Discontinuation Application	167(3)
IM29A	Statutory Declaration	167(3)
IM30	Instrument of Continuation	169(1)
IM31	Dissolution Application	190(2)
IM31A	Statutory Declaration	190(2)
IM32	Declaration of Dissolution	190(9)
IM32A	Publish dissolution declaration	190(9)
IM33	Restoration Application	187(1)
IM34	Restoration Application	192(2)
IM35	Direction to Restore	192(8)
IM39	Appointment of Liquidator	<b>CA1931 - 180(1)</b>
IM39B	Declaration of Solvency	<b>CA1931 - 218(1)</b>
IM39C	Appointment of Liquidator	<b>CA1931 - 238(1)</b>
IM39D	Appointment of Liquidator	<b>CA1931 - 238(1)</b>
IM57	Receiver's Account	<b>CA1931 - 281(1)</b>
IM92	Liquidator's Account	<b>CA1931 - 267(1)</b>
IM93	Liquidator's Affidavit	<b>CA1931 - 267(1)</b>
IM94	Liquidator's Trading Account	<b>CA1931 - w/u rules *</b>
IM95	List of Dividends	<b>CA1931 - w/u rules *</b>
IM96	List of Amounts Paid	<b>CA1931 - w/u rules *</b>

IMAA	Articles of Association	6(1)
IMAR	Annual Return	85(1)
IMC1	Court Order Appointing Provisional Liquidator	<b>CA1931 - 170</b>
IMC10	Court Order Voiding Dissolution	<b>CA1931 - 276(2)</b>
IMC11	Court Order for Restoration & Winding-up	189(2)
IMC12	Court Order for Restoration	187(4) & 188(2)
IMC13	Court Order Voiding Dissolution	191(1)
IMC2	Court Order Appointing Liquidator	<b>CA1931 -</b>
IMC20	Court Order Approving Arrangement	159(1)
IMC21	Court Order to Strike Off Company	159(3)
IMC3	Court Order Removing Liquidator	<b>CA1931 -</b>
IMC4	Court Order Appointing PCC Receiver	128(1)
IMC5	Court Order Removing PCC Receiver	129(3)
IMC6	Court Order Miscellaneous	
IMC8	Court Order to Dissolve Company	<b>CA1931 - 212(1)</b>
IMC9A	Court Order to Defer Dissolution Date	<b>CA1931 - 224(5)</b>
IMC9B	Court Order to Defer Dissolution Date	<b>CA1931 - 233(5)</b>
IMCCN	Change of Name Certificate	14(3)
IMCHG1	Charge Certificate	138(4)
IMCHG2	Charge Variation Certificate	139(3)
IMCHG3	Charge Filed Late Certificate	140(3)
IMCHG4	Memorandum of Satisfaction Certificate	141(3)
IMCN	Change of Name by Registrar of Companies	15(3)
IMCNR	Company name request	18(1)
IMCONT	Continuation Certificate	164(2)
IMDCN	Direction to change name	15(1)
IMDISC	Discontinuation Certificate	169(2)
IMDISS	Dissolution	156(4) & 159(3)
IMINC	Incorporation Certificate	3(1)
IMMA	Memorandum of Association	2(1)
IMMER1	Merger Certificate	154(3)
IMMER2	Consolidation Certificate	154(3)
IMMER3	Merger Certificate	159(3)
IMMER4	Consolidation Certificate	159(3)
IMMR	Register of Charges	138(3)
IMOFF	Offering Document	45
IMPCC	PCC Conversion Certificate	115(6)
IMRC2	Agent ineligible	77(2)
IMRC4	RC consent in	163(1)
IMRC5	RC consent out	168(1)
IMRC6	Receipt of application	190(3)
IMRC7	Receipt of application	192(4)
IMRD	Register of Directors	204
IMREG1	Re-registration Certificate	146(1)
IMREG2	Re-registration Certificate	150(1)
IMREJ	Reject document	208(2)
IMRES	Restoration Certificate	187(1)
IMRM	Register of Members	203
IMSO1	Strike-off Intention Letter	183(2)
IMSO2	Strike-off Notice	183(3)
IMSO3	Published notice intend s/o - see IMRC6	183(2)
IMSO4	Published notice s/o - see IMRC6	183(4)
CRTDER	Certificate of Deregistration	<b>CA1931 - 16A(4)</b>

\*The Companies (Winding-up) Rules, 1934