

THE COMPANIES ACT, 2017
THE COMPANIES (GENERAL PROVISIONS AND FORMS) REGULATIONS, 2018
[Section 130(1) and Regulation 4]

ANNUAL RETURN OF COMPANY HAVING SHARE CAPITAL

PART-I

(Please complete in typescript or in bold block capitals.)

1.1	CUIN (Registration Number)						
1.2	Name of the Company						
1.3	Fee Payment Details	1.3.1	Challan No		1.3.2	Amount	
1.4	Form A made up to		dd		mm		yyyy
1.5	Date of AGM						

PART-II

Section-A

2.1	Registered office address						
2.2	Email Address:						
2.3	Office Tel. No.:						
2.4	Office Fax No.:						
2.5	Principal line of business						
2.6	Mobile No. of Authorized officer (Chief Executive/ Director/ Company Secretary/Chief Financial Officer)						
2.7	Authorized Share Capital						
		Classes and kinds of Shares	No. of Shares	Amount		Face Value	
		Ordinary Shares					
2.8	Paid up Share Capital						
		Classes and kinds of Shares	No. of Shares	Amount		Face Value	
		Ordinary Shares					

2.9 **Particulars of the holding /subsidiary company, if any**

Name of company	Holding/Subsidiary	% of shares held

2.10 **Chief Executive Officer**

Name													
Address													
NIC No													

2.11 **Chief Financial Officer**

Name													
Address													
NIC No													

2.12 **Secretary**

Name													
Address													
NIC No													

2.13 **Legal Advisor**

Name													
Address													
NIC No													

2.14 **Particulars of Auditor(s)**

Name	Address

2.15 **Particulars of Share Registrar (if applicable)**

Name	
Address	
e-mail	

Section-B

2.16 List of Directors as on the date annual return is made

S#	Name	Residential Address	Nationality	NIC No. (Passport No. if foreigner)	Date of appointment or election

3.2	Name of Authorized Officer with designation/ Authorized Intermediary														
3.3	Signatures														
3.4	Registration No of Authorized Intermediary, if applicable														
3.5	Date	Day <table border="1"> <tr> <td></td> <td></td> </tr> </table>				Month <table border="1"> <tr> <td></td> <td></td> </tr> </table>				Year <table border="1"> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table>					

INSTRUCTIONS FOR FILLING FORM-A

1. The Form shall be made upto the date of last AGM of the Company or the last date of the calendar year where no AGM is held during the year.
2. Under S. No.2.17 above, the aggregate number of shares held by each member should be stated.
3. When the shares are of different classes the columns should be subdivided so that the number of each class held, is shown separately against S. Nos. 2.7, 2.8 and 2.17
4. If the space provided in the Form is insufficient, the required information should be listed in a separate statement attached to this return which should be similarly signed.
5. In case a body corporate is a member, registration number may be mentioned instead of NIC number.
6. In case of foreign nationals, indicate "passport number" in the space provided for "NIC No." Pakistani nationals will only indicate "NIC No."
7. This form is to be filed within 30 days of the date indicated in S.No.1.4.