

# FORM NO. MGT-15

[Pursuant to section 121(1) of the Companies Act, 2013 and Rule 31(2) of Companies (Management and Administration) Rules, 2014]



Form for filing Report on Annual General Meeting

Form language  English  Hindi

Refer the instruction kit for filing the form.

1. (a) \* Corporate identity number (CIN) of company

(b) Global location number (GLN) of company

2. (a) Name of the company

(b) Registered office address

(c) E-mail id

3. Details of the meeting

(i) \*Date of the Annual General Meeting

(ii) Day of AGM

(iii) \*Start time of AGM

\*End time of AGM

(iv) \*Venue of the Annual General Meeting

(v) \*Whether chairman of the meeting appointed

 Yes No

(vii) \*Number of members attended the meeting

(viii) \*Whether the requisite quorum is present

 Yes No

(ix) \*Business transacted at the meeting and result thereof

(x) \*Particulars with respect to any adjournment of meeting and change in venue

(xi) \*Particulars with respect of postponement of meeting and change in venue

(xii) Any other points relevant for inclusion in the Report

4. \*Fair summary of proceedings of the meeting.

5. \*Confirmed that the meeting was called, convened, held and conducted as per the provisions of the Act, the rules and secretarial standards made thereunder.

List of attachments

**Attachment(s):**

1. Optional attachment(s) - if any

**Declaration**

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 the Chairman**

**OR**

**To be digitally signed by**

Designation

DIN of the director; or DIN or PAN of the manager or CEO or CFO; or membership number of the company secretary

**Note: Attention is drawn to provisions of Section 448 and 449 which provide for punishment for false statement / certificate and punishment for false evidence respectively.**

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This eForm has been taken on file maintained by the registrar of companies through electronic mode and on the basis of statement of correctness given by the filing company.