

PROJECT PLAN
COMPANY REGISTRATION IN INDIA FOR FOREIGN NATIONALS

Week	Engagement
1 st	Maksim Consultant shall send Complete list of KYC Documents required for entire Engagement.
	Maksim Consultants will Collect and arrange all the necessary documents from client including notarized and legalized due diligence documentations.
	Maksim Consultants applies for a Digital Signature Certificate (DSC) with a Licensed Certifying Authority for the company proposed directors;
	Maksim Consultants Assist the client in verifying the Proposed Unique name of Company as per guideline of Indian Government
2 nd	The Proposed Directors Digital Signature Certificates (DSC) are approved by the Licensed Certifying Authority.
	Maksim Consultants immediately starts to prepare a high quality company incorporation application for review and signature by the directors and shareholder of the Indian company;

	<p><u>Maksim Consultants e-mails our Client the following documents:</u></p> <ul style="list-style-type: none"> i) Complete checklist of incorporation forms ii) Notarization and legalization requirements and iii) Signing guidelines for the shareholders and directors of the Indian company. <p><u>The incorporation forms included:</u></p> <ul style="list-style-type: none"> i) Affidavit MCA Circular11/2013 ii) FormDIR-2 iii) Forms INC9 and INC10 iv) <i>Declaration list of interest</i> form and v) MOA &AOA subscriber sheets;
	<p>Our Client couriers the original signed and attested incorporation forms together with re-attested and legalized passport copies and proofs of address of then foreign shareholders and directors to the India maksim consultants office to submit to ROC</p>
<p>3rd</p>	<p>Maksim Consultants office applies for a Director Identification Number (DIN) with the Ministry of Corporate Affairs (MCA) for the company directors;</p>
	<p>Maksim Consultants files the original signed and attested incorporation documents with the ROC;</p>
	<p>Maksim Consultants applies a Permanent Account Number (PAN) Tax Deduction Account Number (TAN) with the Income Tax Department for our Client's Indian company.</p> <p>Simultaneously Maksim consultants will apply for GST Number of proposed company</p>
<p>4th</p>	<p>The company directors' DINs are approved by the MCA;</p>
	<p>PAN is approved by the Income Tax Department;</p>
	<p>TAN is approved by the National Securities Depository Limited; GST Number is approved by Department.</p>

	<p>ROC approves the incorporation of our Client's Indian company. Maksim Consultants immediately email a scanned copy of the Certificate of Registration to our Client.</p>
	<p>GST number of company shall be Allotted by GST Department</p> <p><i>Our Client's India company is now legally incorporated in INDIA</i></p>
<p>Company Is Registered in 4 weeks Post Incorporation Work start from Here</p>	
	<p>Maksim Consultants prepare Forms and other documents for Bank account Opening and Assist Client for account Opening.</p> <p>Once the Corporate account is opened Our client will transfer capital Amount in Corporate Account.</p>
<p>FDI Compliance</p>	<p>FCGPR</p> <p>Once the Capital is received in Corporate Bank Account , Maksim Consultant shall fill FCGPR with Reserve Bank of India for FDI Compliance</p>
	<p>FLA Return</p> <p>Maksim Consultants Shall Fill Foreign Liability and Asset Return with RBI(on or before 15th July following the investment received)</p>
<p>ROC Compliance</p>	<p>INC-20A</p> <p>Maksim consultants will fill INC -20A with Registrar of companies for commencement of business</p>
	<p>Issue of Share Certificate</p> <p>Once the Capital is received Maksim consultant shall prepare and issue Share certificate within 60 days from incorporation as per ROC guidelines</p>
	<p>Online Stamping of Share Certificate</p> <p>Maksim consultants will assist client in payment of stamp Duty on issue of share Certificate.</p>
<p>GST Compliance</p>	<p>Maksim Consultant will Activate the Goods and Services Tax Account window for client by verification of bank account number with GSTN</p>

**The Indian company is registered for Goods & Services Tax (GST).
Our Client can legally issue invoices.**

Maksim Consultants successfully completes the engagement