

EVENT BASED COMPLIANCES

Change in Name Clause

Document Checklist for Event Based Compliances

For changing the name of the company under the Companies Act.

Documents Required

- Certificate of Incorporation and existing MOA/AOA of the company
- PAN card of the company
- Board Resolution approving the proposed new name
- Special Resolution passed at the General Meeting
- Name reservation approval (RUN/SPiCe+ Part A approval) for the new name
- Altered MOA and AOA reflecting the new name
- Digital Signature Certificate (DSC) of a Director

Note: The above list indicates commonly required documents. Additional documents may be requested by the Ministry of Corporate Affairs (MCA), Registrar of Companies (ROC) or other regulators depending on the specific case. Expert Registration confirms the exact requirement after a brief consultation.