

ACCOUNTING & BOOK KEEPING

Term Sheet

Document Checklist for Accounting & Book Keeping

Professional assistance for preparing/reviewing a Term Sheet, covering eligibility review, document checklist, application preparation, filing coordination and follow-up support.

Documents Required

- Certificate of Incorporation, MOA and AOA of the company
- PAN card of the company
- Existing shareholding pattern/cap table
- Latest audited/provisional financial statements
- Business plan and financial projections
- Valuation report, if already obtained
- Details of proposed investor and investment amount
- Details of key commercial terms discussed (equity %, rights, board seats, etc.)

Note: The above list indicates commonly required documents. Additional documents may be requested depending on the specific scope of engagement. Expert Registration confirms the exact requirement after a brief consultation.