FORM I

[Pursuant to section 294AA of the Companies Act, 1956 and rule 2 of the Companies (Appointment of Sole Agents) Rules, 1975]

Form of application for approval of the Central Government for the appointment of sole selling agents by the company

Note - All fields marked in * are to be mandatorily filled.

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

Pre-Fill

(b). Global location number (GLN) of company

2(a). Name of the company

(b). Address of the registered office of the company

(c).* Paid-up capital (Rs. in thousands)

3. *Shareholding pattern of the applicant company as on (DD/MM/YYYY)

S.No.	Category	Percentage
1.	Government [Central and State]	
2.	Government companies	
3.	Public financial companies	
4.	Nationalised and other banks	
5.	Mutual funds	
6.	Venture capital	
7.	Foreign holdings (Foreign institutional investor(s), Foreign companies, Foreign financial institution(s), Non-resident indian(s) or Overseas corporate bodies)	
8.	Bodies corporate (not mentioned above)	
9.	Directors or relatives of directors	
10.	Other top 50 shareholders (other than listed above)	
11.	Indian public	
12.	Others	

*Total number of shareholders

4. Shareholding pattern of the sole selling agent, if company as on (DD/MM/YYYY)

(a). CIN of the company

(b). GLN of the company

S.No.	Category	Percentage
1.	Government [Central and State]	
2.	Government companies	
3.	Public financial companies	
4.	Nationalised or other banks	
5.	Mutual funds	
6.	Venture capital	
7.	Foreign holdings (Foreign institutional investor(s), Foreign companies, Foreign financial institution(s), Non-resident indian(s) or Overseas corporate bodies)	
8.	Bodies corporate (not mentioned above)	
9.	Directors or relatives of directors	
10.	Other top 50 shareholders (other than listed above)	
11.	Indian public	
12.	Others	

Total number of shareholders

5.* Existing selling arrangements of the company

6(i). Name, nature of organisation, address and principal business of the person, firm or company proposed to be appointed as sole selling agent

(a). CIN of company

Pre-Fill

(b). GLN of company

(c).*Name

(d).*Nature of organisation

(e).*Address Line I

Line II

City

State

Country

Pin code

(f).*Principal business

6(ii). Profit sharing ratio (in case of partnership firms)

(a). Name of the partner

(b). Profit share(%)

(a). Name of the partner

(b). Profit share(%)

(a). Name of the partner

(b). Profit share(%)

(a). Name of the partner

(b). Profit share(%)

(a). Name of the partner

(b). Profit share(%)

7. Shareholding details of the directors of the applicant company and their relatives in the sole selling agent

	Number of shares held in sole selling agent	Percentage of shareholding
Applicant company		
Its directors		
Their relatives		

8(a).* Structure and size of the organisation of the sole selling agents to be utilised for conducting sales for the company. If the proposed sole selling agent is a company registered under the Companies Act, please furnish the CIN of the company

(b). CIN of company

(c). GLN of company

9.* Are the sole selling agent re-appointed in the instant case

◯Yes ◯ No

If yes, rate of commission and term of appointment in respect of the previous appointment

(a) Rate of commission

(b) Terms of appointment

10.Geographical area for which the sole selling agent is appointed

(a). *Geographical area

(b). *Terms of commission payable to the sole selling agent

(c). *Whether the agreement is on principal-to-principal basis

◯ Yes ◯ No

If yes, the rates of discount allowed to the sole selling agent may please be indicated

(a). Item or product

(b).Rates of discount

(a). Item or product

(b).Rates of discount

(a). Item or product

(b).Rates of discount

(a). Item or product

(b).Rates of discount

(a). Item or product

(b).Rates of discount

(d). *Tenure

(a) From (DD/MM/YYYY)

(b) To (DD/MM/YYYY)

11. The commission earned during the last three years from the company and expenditure incurred by the sole selling agents whose application is under consideration

(a). Financial year From (DD/MM/YYYY) To (DD/MM/YYYY)

(b).Amount of commission earned (in Rs.)

(c).Amount of expenditure incurred (in Rs.)

(a). Financial year From (DD/MM/YYYY) To (DD/MM/YYYY)

(b). Amount of commission earned (in Rs.)

(c).Amount of expenditure incurred (in Rs.)

(a). Financial year From (DD/MM/YYYY) To (DD/MM/YYYY)

(b). Amount of commission earned (in Rs.)

(c).Amount of expenditure incurred (in Rs.)

12. *Particulars of resolution passed for appointment of sole selling agent

(a). Service request number of Form 23

(b). Date of filing Form 23

(c). Date of passing special or ordinary resolution

13. *Did the sole selling agent appoint agent, distributors, dealers during last three financial years

◯ Yes ◯ No

If so, the amount incurred in each year by way of commission, in respect of such appointment

1(a).Financial year From (DD/MM/YYYY) To (DD/MM/YYYY)

(b).Amount incurred by way of commission (in Rs.)

2(a).Financial year From (DD/MM/YYYY) To (DD/MM/YYYY)

(b).Amount incurred by way of commission (in Rs.)

3(a).Financial year From (DD/MM/YYYY) To (DD/MM/YYYY)

(b).Amount incurred by way of commission (in Rs.)

14. *Did the company appoint agents (other than the sole selling agent), distributors and dealers for the same product in other areas

◯ Yes ◯ No

15. Terms of remuneration to other sole selling agent in other areas for same products of the company

16. *Please give in brief the extent of the competition for the product, bringing out in particular the share of the company in the overall market for the product in India during the last three years and the names of the important competitors.

Attachments

1. Certificate from the auditor of the sole selling agent certifying the figure of expenditure Attach

2.*Copy of proposed agreement Attach

3. Details of the interest of the sole selling agent in the shares of the company — Attach

4. Copy of the particulars of directorship in the company held or controlled by the sole selling agent — Attach

5. Particulars of inter-se relationship to other sole selling agent in other areas for same products of the company — Attach

6. Break-up of sales in respect of each of the last three years (In respect of the product in which the sole selling agent under consideration has been appointed and for the territory for which he has been so appointed) — Attach

7. Foreign shareholding in the principal company and the sole selling agent and the profits remitted to the foreign countries on these shareholdings during the last three years — Attach

8. In case the sole selling agent is a partnership firm, details of working partners, details of capital invested in the partnership firm during the last three years and details of the profits earned by the partners during the last three years — Attach

9. Optional attachment(s) - if any — Attach

List of attachments

Remove attachment

Declaration

To the best of my knowledge and belief, the information given in this application and its attachments is correct and complete.

I have been authorised by the board of directors' resolution dated* (DD/MM/YYYY) to sign and submit this application.

To be digitally signed by

Managing director or director or manager or secretary of the company

Modify | Check Form | Prescrutiny | Submit

For office use only:

Digital signature of the authorising officer

This e-Form is hereby approved

This e-Form is hereby rejected

Submit to BO