**FORM XII**

Particulars of Director, Manager and Managing Agents and of any change therein

**The Companies Act, 1994** (See Section 115)

Name of the Company:

Entity Address:

Presented for filing by:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl.** | **The Present Name (a) or Names and Surnames (d)** | **Nationality** | **Nationality of Origin (other than present Nationality)** | **Usual Residential Address** | **Other Business, Occupation and Directorship, if any, if none, state so (b)** | **Date of Appointment or Change** | **Changes (c)** |
| 1. |  |  | -------Select------- | **Father’s Name:**  **Mother’s Name:**  **Address:**  **Phone:**  **Email:**  **DOB:**  **NID/Passport No:** |  |  |  |
| 2. |  |  | -------Select------- | **Father’s Name:**  **Mother’s Name:**  **Address:**  **Phone:**  **Email:**  **DOB:**  **NID/Passport No:** |  |  |  |
| 3. |  |  | -------Select------- | **Father’s Name:**  **Mother’s Name:**  **Address:**  **Phone:**  **Email:**  **DOB:**  **NID/Passport No:** |  |  |  |

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Name of the Signatory:

Designation: (State whether Director, Manager or Managing Agent)

Dated \_\_\_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_ 20

(a) IN THE CASE OF a Corporation its corporate NAME AND registered OR principal office shall be shown; (b) IN THE CASE OF an individual who has NO business occupation but ANY other directorship OR directorships, particular OF THE directorship OR SOME OF these directorships must be entered. A COMPLETE LIST OF directors, manager, managing agents shown AS existing IN THE LAST particulars delivered shall ALWAYS be given; (c) A note OF THE changes OF THE LAST LIST shall be made IN this COLUMNS BY placing against NEW directors NAME THE words IN place OF ............... BY writing against a NEW directors, NAME THE words "deed" resigned TO AS THE CASE may be;(d) IN CASE OF a firm THE FULL NAME, address AND nationality OF EACH partner, AND THE DATE ON which EACH became a partner. (e) IN CASE OF multiple representatives, USE comma (,) TO SEPARATE NAMES.