

FORM 52

[Pursuant to sections 593(d) or (e),
594(1), 594(3), 597(3) of the Companies
Act, 1956]

Notice of (A) alteration in names and addresses of persons
resident in India authorised to accept service on behalf of a
foreign company (B) alteration in the address of principal
place of business in India of a foreign company (C) annual
accounts and list of places of business established by a
foreign company (D) cessation to have a place of business
in India

Form Language ☐ English ☐ हिन्दी

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

1. * Foreign company registration number

2(a) Name of the company

(b) Address of the
principal place
of business in
India of the
company

3. * Type of Notice
- ☐ Part A : Alteration in particulars of company representative
- ☐ Part B : Alteration in principal office address
- ☐ Part C : Annual accounts and list of places of business established in India
- ☐ Part D : Cessation to have a place of business in India

PART A

**Notice of alteration in the names and addresses of persons resident in India authorised to accept service
on behalf of a foreign company [pursuant to section 593 (d)]**

4. Number of representatives

- (i) (a) Type of alteration
- ☐ Addition of a person authorised to accept service
- ☐ Modification to particulars of a person already authorised to accept service
- ☐ Deletion of a person authorised to accept service
- (b) Name and address of person resident in India authorised to accept service on behalf of the company
- Income-tax permanent account number (PAN)
- Name
- Surname
- Usual residential address Line I
- Line II
- City
- State
- Country Pin code
- Nationality
- Occupation
- Date of alteration (DD/MM/YYYY)

- (ii) (a) Type of alteration ☐ Addition of a person authorised to accept service
☐ Modification to particulars of a person already authorised to accept service
☐ Deletion of a person authorised to accept service

(b) Name and address of person resident in India authorised to accept service on behalf of the company

Income-tax PAN

Name

Surname

Usual residential address Line I

Line II

City

State

Country Pin code

Nationality

Occupation

Date of alteration (DD/MM/YYYY)

- (iii) (a) Type of alteration ☐ Addition of a person authorised to accept service
☐ Modification to particulars of a person already authorised to accept service
☐ Deletion of a person authorised to accept service

(b) Name and address of person resident in India authorised to accept service on behalf of the company

Income-tax PAN

Name

Surname

Usual residential address Line I

Line II

City

State

Country Pin code

Nationality

Occupation

Date of alteration (DD/MM/YYYY)

- (iv) (a) Type of alteration ☐ Addition of a person authorised to accept service
☐ Modification to particulars of a person already authorised to accept service
☐ Deletion of a person authorised to accept service
- (b) Name and address of person resident in India authorised to accept service on behalf of the company

Income-tax PAN	<input type="text"/>		
Name	<input type="text"/>		
Surname	<input type="text"/>		
Usual residential address	Line I	<input type="text"/>	
	Line II	<input type="text"/>	
City	<input type="text"/>		
State	<input type="text"/>		
Country	<input type="text"/>	Pin code	<input type="text"/>
Nationality	<input type="text"/>		
Occupation	<input type="text"/>		
Date of alteration	<input type="text"/>	(DD/MM/YYYY)	

- (v) (a) Type of alteration ☐ Addition of a person authorised to accept service
☐ Modification to particulars of a person already authorised to accept service
☐ Deletion of a person authorised to accept service
- (b) Name and address of person resident in India authorised to accept service on behalf of the company

Income-tax PAN	<input type="text"/>		
Name	<input type="text"/>		
Surname	<input type="text"/>		
Usual residential address	Line I	<input type="text"/>	
	Line II	<input type="text"/>	
City	<input type="text"/>		
State	<input type="text"/>		
Country	<input type="text"/>	Pin code	<input type="text"/>
Nationality	<input type="text"/>		
Occupation	<input type="text"/>		
Date of alteration	<input type="text"/>	(DD/MM/YYYY)	

PART B**Notice of alteration in address of principal place of business in India of a foreign company****[pursuant to section 593 (e)]**

5. New principal place of business in India Line I

Line II

City

District

State

Country

Pin code

6. Date of alteration

(DD/MM/YYYY)

PART C**Annual accounts and list of places of business established by a foreign company in India [pursuant to section 594(1) and section 594(3)]**

7. Date of establishment

(DD/MM/YYYY)

8. Address

Line I

Line II

City

State

Country

Pin code

9. Date of balance sheet

(DD/MM/YYYY)

(Financial year end date)

PART D**Cessation to have a place of business in India [pursuant to section 597(3)]**

10. Address

Line I

Line II

City

State

Country

Pin code

11. Date of cessation

(DD/MM/YYYY)

12. Whether the company is still maintaining any place of business in India

☐

Yes

☐

No

Attachments

1. List of places of business established by a foreign company in India
2. List of addresses of places of business in India which have ceased to be places of business in India
3. Balance sheet and profit and loss account (in case part C is applicable)
4. Copy of general meeting resolution

List of attachments

5. Translated version of copy of general meeting resolution (in case resolution is not in english)

6. Optional attachment(s) - if any

Declaration

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

I am authorised by the board of directors to sign and submit this form.

To be digitally signed by

Authorised representative of the foreign company

For office use only:

eForm Service request number (SRN)

eForm filing date

(DD/MM/YYYY)

This e-Form is hereby registered

Digital signature of the authorising officer

Date of signing

(DD/MM/YYYY)