

**Form DIR-5**

**Application for surrender of Director Identification Number**

*[Pursuant to section 153 & rule 11(f) of Companies (Appointment and Qualification of Directors) Rules, 2014]*

Photograph

**1. Applicant's name (Enter full name and do not use abbreviations)**

- (a) First name:
- (b) Last name:
- (c) Middle name:

**2. DIN of the applicant:**

**3. Reasons for surrender of DIN:** \_\_\_\_\_

4. Income-tax permanent account number: (mandatory for Indian nationals) (Details of the applicant shall be as per Income-tax PAN)

5. And any one of the following

- a. Voter's identity card number
- b. Passport number
- c. Driving licence number
- d. UID

6. Permanent residential address:

- (a) Address                      Line I
- Line II

- (b) City
- (c) State
- (d) Country
- (e) Pin code

- (f) Phone
- (g) Fax
- (h) E-mail ID

7. Whether present residential address is same as permanent residential address:

- Yes
- No

8. Present residential address: (previous residential address, if not residing at the present residential address for more than 1 year)

(a) Address                      Line I  
  Line II

- (b) City
- (c) State
- (d) Country
- (e) Pin code
- (f) Phone
- (g) Fax
- (h) E-mail id

9. Other information, if any, which the applicant intends to submit with regard to this application:

10. Whether the application is being digitally signed by the applicant himself:

- Yes
- No

I hereby also declare that

(a) the information and other particulars given in this Form are true and correct.

(b) I have never been appointed as director in any company and the DIN has never been used for filing of any document with any authority.

Signature of the applicant:

Date:

Place:

**Certification**

I declare that I have been duly engaged for the purpose of certification/verification of this form. It is hereby certified that:

a. I have satisfied myself about the identity of the applicant based on the perusal of the original of the attached document

Note: In case where the applicant is residing outside India the particulars have to be verified from the documents duly attested by the attesting authority as prescribed.

b. I also verify having attested the photograph of the said person:

(i) who is personally known to me; or

(ii) who met me in person along with the original of the attested documents

c. It is further certified that all required attachments have been completely attached to this application

d. I have gone through the provisions of the Companies Act, 2013 and Rules thereunder for the subject matter of this form and matters incidental thereto and I have verified the above particulars (including attachment(s)) from the original records maintained by the Company/applicant which is subject matter of this form and found them to be true, correct and complete and no information material to this form has been suppressed. I further certify that:-

a. All the required attachments have been completely and legibly attached to this form;

b. I have kept a copy of this form and attachments thereto, in my records for future reference.

c. It is understood that I shall be liable for action under section 448 and 449 of the Companies Act, 2013 for wrong certification, if any found at any stage.

Verified by

Company Secretary in practice / Chartered Accountant in practice / Cost Accountant in practice Or Managing Director / Director / Secretary

**Mandatory Attachments:**

**(1) Proof of Identity:**

For Indian Nationals:

(Any one of the following):

- Income tax Permanent Account Number Card
- Voter's identity card
- Passport
- Driving licence

- Unique Identity Number (UIN)

For Foreign Nationals and Non Resident Indians:

- Passport
- Others

**(2)** Proof of residence: (tick against the document being enclosed)

- Voter's identity card
- Passport
- Driving license
- Electricity bill
- Telephone bill
- Bank account statement
- Others - Please specify

**(3)** Optional attachment(s), if any.

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Note:.. Attention is also drawn to provisions of Section 448 and 449 which provide for punishment for false statement and false evidence.