

Guidance Note on Certification of Documents for Registration of Charges

The Department of Company Affairs had directed the appropriate authorities to take the documents relating to registration of a charge, on record, if such documents were duly certified as correct, among other, by a chartered accountant in practice. This, in retrospect reflected the growing faith in the competence of members of our profession. Since the procedure for registration of charges involved a number of documents, the Institute issued this Guidance Note with a view to provide guidance to the members, who may be called upon to certify the relevant documents.

The following bullet points would give a brief idea as to the areas touched upon by the Guidance Note:

- Provisions of law
- Forms and documents
- Verification of forms
- Format of certificate

The Guidance Note also contains the Form No. 8, 13, 17 and 21 as also the certificate to be issued by a chartered accountant regarding verification of various forms relevant for registration of charges

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