USER MANUAL FOR SINGLE MASTER FORM-

FIRMS

<u>Index</u>

1.	Introduction	3
2.	Abbreviations and Definitions	4
3.	Registration for Business user	7
4.	Logging into FIRMS	12
5.	Form filing and Submissions FC-GRP. FC-TRS. LLP-I. LLP-II. CN. ESOP. DI. DRR.	33 47 56 66 75 84
6.	Shareholding Pattern	98
7.	Processing at AD level	99
8.	Contact us	103

FIRMS Application

Foreign investment in India - Reporting in Single Master Form

1. Introduction

1.1 The Reserve Bank, in the <u>First Bi-monthly Monetary Policy Review dated April 5</u>, <u>2018</u> announced that, with the objective of integrating the extant reporting structures of various types of foreign investment in India, it will introduce a Single Master Form (SMF) subsuming all the existing reports.

1.2 In order to implement this announcement, the Reserve Bank is introducing an online application, FIRMS (Foreign Investment Reporting and Management System), which would provide for the SMF. FIRMS would be made online in two phases. In the first phase, the first module viz., <u>the Entity Master</u>, was made available online. Instructions in this regard were already issued through <u>A. P. Dir. Series Circular No. 30 dated June 07</u>, <u>2018</u>.

1.3 In the second phase, the second module is being made available with effect from September 01, 2018. With the implementation of SMF, the reporting of FDI, which is presently a two-step procedure viz., ARF and FC-GPR is merged into a single revised FC-GPR. With effect from September 01, 2018, five forms viz., FC-GPR, FC-TRS, LLP-I, LLP-II and CN were being made available for filing in SMF. The other three forms viz., ESOP, DI, and DRR are being made available for filing with effect from October 23, 2018. Form InVI would be made available subsequently. With effect from September 01, 2018, all new filings for the 5 forms and other three forms viz., ESOP, DRR and DI with effect from October 23, 2018 have to be done in SMF only.

1.4 The first module was made available to the public for data entry between June 28 (at 1:00 PM) and July 12, 2018. The date was extended till July 20, 2018. For those companies which could not register within the stipulated time period may register for the entity master with effect from September 01, 2018. However, they shall provide the reasons for not making registration within the time period along with the authority letter.

2. Important Abbreviations and Definitions

Abbreviations

Abbreviation	Description			
FEMA 20(R)	Foreign Exchange Management (Transfer or issue of			
	security by a person resident outside India) Regulations,			
	2017 dated November 07, 2017 and as amended from			
	time to time.			
FIRMS	Foreign Investment Reporting and Management System			
SMF	Single Master Form			
AD Bank	Authorised Dealer Bank			
BU	Business User			
EM	Entity Master			
LLP	Limited Liability Partnership			
CN	Convertible Notes			
ESOP	Employee Stock options			
DR	Depository Receipts			
ADR	American Depository Receipts			
GDR	Global Depository Receipts			
DI	Downstream Investment			

Definitions

- 1. FIRMS: An online reporting platform for reporting of foreign investment in India in SMF. FEMA 20(R) prescribes for the reporting of foreign investment in India through various returns. FIRMS provides a one stop shop, 24*7 online reporting facility for the applicant.
- SMF: A master form which provides for the reporting of 9 forms for foreign investment viz., FC-GPR, FC-TRS, LLP-I, LLP-II, CN, DRR, ESOP, DI, InVi. With effect from September 1, 2018, five forms viz., FC-GPR., FC-TRS, LLP-1, LLP-II and CN were made available. Other three forms viz., ESOP, DI and DRR are being made available for filing with effect from October 23, 2018. Form InVi would be made available subsequently.
- 3. Business User: The applicant reporting the for the transaction in Single Master form at FIRMS. A BU can use his login credentials for only the entity that has authorized him/her to report the transactions. If the person wants to act as a BU for another entity, he must register himself separately. Further, at the time of registration, BU has to select the IFSC code of the bank which would approve the eKYC (explained under the head "Registration of Business User")and the reporting would be made in SMF. In case the IFSC details are changed i.e BU

wishes to submit the reporting to another branch or another bank, the entity being the same, he/she needs to repeat the registration process for Business user with the new IFSC code and obtain separate Login.

- 4. E-KYC: Every business user has to be eKYC verified before any reporting can be made in the Single Master Form. This would ensure that only genuine Logins are made available in the FIRMS application. All eKYC would be verified by the AD banks.
- 5. KYC: Know Your Customer: For the remittance received from the non-resident investor, the KYC of the same is to be provided along with the forms in SMF as and where applicable and indicated. The <u>format</u> of the KYC is as below:

Format for- Know Your Customer (KYC) Form in respect of the non-resident investor

Registered Name of the Remitter / Investor	
(Name, if the investor is an Individual)	
Registration Number (Unique Identification Number*	
in case remitter is an Individual)	
Registered Address (Permanent Address if remitter is	
Individual)	
Name of the Remitter's Bank	
Remitter's Bank Account No.	
Period of banking relationship with the remitter*	

* Passport No., Social Security No, or any Unique No. certifying the bonafides of the remitter as prevalent in the remitter's country.

We confirm that all the information furnished above is true and accurate as provided by the overseas remitting bank of the non-resident investor.

(Signature of the Authorised Official of the AD bank receiving the remittance)

Date :

Place :

Stamp :

3. Registration for Business User.

Step 1. Go to the FIRMS website at https://firms.rbi.org.in



Step 2 : At the Login box, click on Registration form for New Business User.

	<u>File Edit View History Bookmarks Tools H</u>	<u>H</u> elp						Х
Mext Visitel Cetting Startel Prime UXT SMFEU Reserve Bank of India	Approve File Return X Reserve Bank	of India - Frequ X USERMANUAL270620189E89	K Search File Return X firms.r	bi.org.in/firms/faces/p 🗙 🧕 🔯 Pa	ahadekar, Monika - Oul 🗙	Superior Contract Con	rLinkin; X	+
Packets User Registration form Basic Details First Name* Iddle Name Last Name* User Name* Entail* Details of Bank Branch to whom reporting is made FSC Code* Outling Inter* Bank Name* Inter* Bank Name* Inter* Details of Bank Branch to whom reporting is made FSC Code* Bank Name* Inter* Bank Name* Inter* Details of Bank Branch to whom reporting is made FSC Code* Bank Name* Inter* PN Number* Entity Name* Details Submit Curved Submit Submit Curved	(←) → C û (0) 🔒 https://firms. rbi.org.in /firms/faces/pages/l	RegistrationMaster.xhtml	80%	• ··· 🛛 🕁	$\mathbf{\overline{\tau}}$	lii\ 🗊	≡
Basic Details First Name* User Name* Details of Bank Branch to whom reporting is made FSC Code* Details of Bank Branch to whom reporting is made FSC Code* Details of Bank Branch to whom reporting is made FSC Code* Details of Bank Branch to whom reporting is made FSC Code* Details of Bank Branch to whom reporting is made FSC Code* Details of Bank Branch to whom reporting is made FSC Code* Details of Bank Branch to whom reporting is made FSC Code* Details of Bank Branch to whom reporting is made FSC Code* Details of Bank Branch to whom reporting is made FSC Code* Details of Bank Branch to whom reporting is made FSC Code* Details of Bank Branch to whom reporting is made FSC Code* Details of Bank Branch to whom reporting is made FSC Code* Details of Bank Branch to whom reporting is made FSC Code* Details of Bank Branch to whom reporting is made FSC Code* Details of Bank Branch to whom reporting is made Stomt	A Most Visited 🔞 Getting Started 🕀 firms	🕀 UAT SMF 🜐 UAT SMFBU 🌐 Reserve Bank o	f India					
🛱 Search the web and Windows 🗇 🖡 data 🚔 🌈 💀 User Ma 💀 cut - Word 🎒 Mozilla F 🖹 testing 12 🏌 FRMS, U 🔨 4× 🛱 1998 🐺 105 83/9 PM.	Most Visited Getting Started fmrs	Business User Registration Form Basic Details First Name* User Name* Phone No* Details of Bank Branch to whom reporting is mad IFSC Code* Entity Details CIN/LLPIN No* Q	Middle Name Enail* Address* Bank Name* PAN Number* Submit Cancel	Confirm Email *				

Field Name	Description				
First Name	First Name of the BU				
Middle Name	Middle Name of the BU				
Last Name	Last Name of the BU				
User Name	User name for the BU. It shall be unique.				
Email	Email ID of the BU				
Confirm email	Email ID of the BU				
Phone No	Mobile No of the BU.				
Address	Correspondence Address of the BU				
IFSC code	Select the IFSC code of the Bank branch to whom the reporting would be made. This field shall be carefully selected so that the reporting is made to the correct branch of the bank. The applicant shall be versed with the working model of his/her bank for the foreign investment reporting in terms of the branches which are operating for the approval/rejection of the reported forms in the FIRMS application. Not all branches are incorporated in the FIRMS application, but only those as specified by the respective bank.				
	If the applicant is unable to find its respective branch under the IFSC code, he/she may contact its branch for clarification on this issue.				
Bank name	Auto-populated as per the IFSC code selected				
Authority letter- Attachment	Attachment in the specified <u>format</u> for Authority letter. It is common for all forms filing in SMF. Attach PAN card of the individual registering as a Business User				
Company CIN/LLPIN	Select the CIN or LLPIN of the entity of which the foreign investment is being affected. i.e. the indian investee company.				
PAN Number	Auto-populated based upon CIN/LLPIN selection				
Entity name	Auto-populated based upon CIN/LLPIN selection				

Step 3 : Fill up the details in the popped up registration form for BU as below

Step-4 : Click Submit button. In case any error is displayed, rectify the same and click Submit button.

Step 5: A Message "Record Saved Successfully" is displayed at the top of Login box.

After BU submits the registration form, the same will have to be verified by the AD Bank Branch concerned. The approval/ rejection of the same would be communicated through email notification to the BU.

Format of the Authority letter

LETTER OF AUTHORIZATION

(ON THE ENTITY'S LETTER HEAD which would be registering itself as Business User for making filing in SMF-FIRMS)

(Where the Business User is filing the SMF in the capacity of an individual, the authority letter need not be on the Entity's letterhead.)

The Chief General Manager-in-Charge Foreign Exchange Department Reserve Bank of India [#] Regional Office Date

Dear Sir, **Sub:** Letter of Authorization for filing in FIRMS application

We hereby authorize Shri. / Smt. / Ms.

Account (Name Designation) holding Permanent Number and (PAN) (copy to be attached) to register as Business user for submission of returns in Foreign Investment Reporting and Management System behalf of our company/ LLP (FIRMS) on named/ as an individual registered office having at for (not applicable individual) and PAN

[#]The CIN/ LLPIN is _____/Company/LLP is not required to obtain CIN/LLPIN. (*Not applicable for individual*)

2. We also authorize Shri. / Smt. / Ms. (*Name of Authorized Representative*) to make declarations and to submit documents, wherever required, on our behalf. These declarations and submissions are made towards the requirement of the Foreign Exchange Management Act, 1999 and any other applicable laws that may be in force.

3.We further confirm that we are liable for and bound by all acts of commission and omission by the authorized representative. All acts committed by the above authorized representatives shall be treated as if these acts were committed by the company/ LLP.

----- (Specimen Signature of authorized representative)

5.Associated	bank	account	of	the	entity/indivi	dual wit	h th	ie AD	k	bank
					_ (account	number)	and	name	of	the
authorized	sig	natory	f	or	this	accou	int			is

6. The specimen signature of the authority signatory is as below

(signature of the authorized signatory

for the bank account)

Yours faithfully

Signature of Managing Director / Director / Secretary of the Company / Designated Partner (in case of LLP) (may self- authorize for individual)

Name: Designation: Date: DIN / Registration Number of Secretary / DPIN of Partners: Seal of the signing authority:

[#] Strike out whichever is not applicable [^]Indicate the location of RBI Regional Office

4. Logging into FIRMS

Step 1: Go to the FIRMS website at https://firms.rbi.org.in

Step : 2 Enter User Name and default password as provided via email notification. Enter captcha and click submit.



Step 3: Upon first Login, BU would be prompted to change the password through a popup window. Enter the details and submit. Upon success, Message "Password changed successfully" would appear on the Login Box.

Step 4: Enter user name, new password and captcha in the Login Box and click submit. The user would be taken to his/ her workspace.

Upon subsequent logins, the BU may enter username, set password and captcha in the Login box and click submit. The user would be taken to his/ her workspace.

Using forgot password:

In case the user forgets his /her password, the following steps shall be followed.

Step 1 : Click on forgot password in the Login Box.

Step 2 : Enter the username and registered email id in the pop up window and click submit. An email would be sent to the email id with the default password. The user shall check its registered email id for the new default password and follow the steps under the head "Logging into SMF" for logging into SMF

5. Form Filing and Submission

FC-GPR:

Step 1: Login into SMF and reach your workspace.

<u>File Edit View History Bookmarks Tools H</u> elp		- 0	×
RBI FDI × Reserve Bank of India - Frequently	Dashboard × +		
← → C û (i) 10.28.2.180:7785/smf/fa	ces/pages/dashboard.xhtml) ≡
🔅 Most Visited 💧 Getting Started 🖨 firms 🖨 UAT SMF 🖨 UAT SMFE	U 🔀 Reserve Bank of India		
भारतीय रिज़र्व बैंक Reserve Bank of India India's Central Bank		Home Change Password Welcome	
Dashboard			_
Approved Forms	Rejected Forms		
FCGPR FRRM LLP1 Pom CoForm from from from	FCTRS 0 LU22 0 ESOP 0 Form 0	FCGPH FCTRS 0 LLP1 0 LLP2 0 Dr form 0 ESOP 0 Dr form 0 ESOP 0 Pom 0 If form 0 Form 0 If form 0 Form 0 If form 0	
Pending Approval Forms			
FORM FORM Form Form Carform (2010)	FCTBS 3 UP2 0 EOP 0 EOP 0 EOP 0	129 en 15 60 en) i fanal hekkenstikk en is	
E Search the web and Windows			55 PM 31/2018

Click on the left navigation button and select Single Master Form.

<u>File Edit View History Bookmarks Tools Help</u>		– o ×
RBI FDI × Reserve Bank of India - Fre	quently a X Dashboard X +	
← → C ⁴	85/smf/faces/pages/dashboard.xhtml	∞∞ 🗠 🗢 🛧 🔟 Ξ
🔅 Most Visited 🐞 Getting Started 💿 firms 🔘 UAT SMF 🔘	UAT SMFBU 🔘 Reserve Bank of India	
भारतीय रिज़र्य वैंक Reserve Bank of India India Central Bank		Home Charge Password Logout Welcome niata
MENU		^
► FILE RETURN		
SINGLE MASTER FORM	Rejecter	Forms
	FSDPR 1 FCTRS 0 FXRM 0 FXR 0 Fxrm 0 FXR 0 Fxrm 0 FXR 0 DR 0 FXR 0 INN 0	FC0PB 0 FCTRS 0 F0m 0 FUP 0 F0m 0 F0m 0 Cn Form 0 F0m 0 F0m 0 F0m 0 F0m 0 F0m 0 F0m 0 F0m 0 F0m 0 F0m 0 Form 0 F0m 0
	FC0781 12 FCTRS 3 F60m 0 F200 0 Fem 0 E500 0 Safem 0 E500 0 Safem 0 E500 0 Safem 0 E500 0 Image: Safe and the full translation on fully instant 15 (FIRME Ageleration helps) 10 Image: Safe and the full translation on fully instant 15 (FIRME Ageleration helps) 10	knik (Mondarjus Fridar (1830 am to 600 pm) [Faulti Halyforma@bit.org.in]] User Ma

Step 2 : Click on drop down menu "Return Type". Select "Form FC-GPR" and click on Add new return. The user will be taken to form FC-GPR.

→ C' û		× Search File Return	× +					
	① 10.28.2.180:7785/smf	/faces/pages/FileReturn/sear	chReturn.xhtml?menuRedirect=Y	80%	… ◙ ☆		🛓 III\	Image: 1
Aost Visited 🛛 💩 Getting Star	ted) firms UAT SMF () UAT SM	FBU 🔘 Reserve Bank of India						
भारतीय रि Reserve Ban	ज़र्च बैंक k of India Ia's Central Bank					Home (Change Pass Wek	word Log come nlata
Search Returns								
Return Type*	From D	ate	To Date		Return Refrence Number		+ Add Nev	r Return
Select	×		ii	iii				
Select Form FC-GPR								
Form FC-TRS								
Form LLP-I								
Form LLP-II								
Form ESOP								
Form CN								
Form CN								

Field Name	Description
CIN	Pre-filled, non-editable as per the BU registration details
Company name	Pre-filled, non-editable as per the BU registration details
PAN number	Pre-filled, non-editable as per the BU registration details
Application date	Pre-filled, non-editable, system date
Entry Route*	Select Automatic or Government as applicable for the investment being reported. In case the Government route is selected attach the requisite Government approvals. Clarification: where the company belongs to a sector with mixed entry routes, for example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% under Government route . If the investment being reported is under 74%. The entry route selected shall be automatic and in case the investment being reported would result into foreign investment beyond 74%, the entry route selected shall be government with relevant government approvals attached.
Applicable Sectoral cap/ Statutory ceiling*	Applicable sectoral cap as per FEMA 20(R).
	Clarification: where the company belongs to a

	brownfield pharmaceut under automatic route	entry routes, for example ticals where up to 74% is and beyond up to 100% e, the applicable sectoral cap
Whether the foreign	Select Yes or No as ap	plicable.
investment received is for a specific project/	If yes is selected , fill up	
manufacturing unit/ plant?	PIN Code	Enter the PIN code and click on arrow. If the PIN code is not available, enter the nearby PIN code
	State	Pre-filled as per PIN code (editable)
	City/District	Enter the city/district (editable)
	Brownfield/Greenfield	Enter brownfield or greenfield as applicable for the investment.

The complete form is arranged into two parts, Common Investment details and "Form FC-GPR" which is further arranged into 5 tabs.

(Common Investment details: These details are common to all returns that can be reported in SMF.)

Step 3: Fill up the common investment details as below:

			:urn.xhtml?menuRedirect=Y	80% … 🛛 🏠	⊻ III\ ©
lost Visited 🔞 Getting Started 🔘	firms 💮 UAT SMF (🕀 UAT SMFBU 🛛 💮 Reserve Bank of India			
Reserve Bank of I	ndia				Home Change Password Welcome
India's Centr	al Bank				
Search Returns				🗯 Reset 🔀 Save and Submit	🛱 Save As Draft 🛛 🗲 Back
Corporate Identification Number (CIN	/LLP)*	PAN Number*	Company Name *	Application Date *	
ABCDEFGHIJKLMNOPQRT11		QWERT7890Y	ABC &DEF PVT LTD	21/08/2018	
Details of received FDI-Entry Route	e and Applicable Sectora	ıl Cap:			
Entry Route *		O Automatic Route O Government Route			
Applicable Sectoral cap/ Statutory	ceiling *	O 20% O 26% O 49% O	51% O 74% O 100% O 0t	iers	
Whether the FDI is received for a particular the	articular project?*	🔿 Yes 🔿 No			
FC-GPR Form					
Issue Details Foreign Investors Details	Amount of Issue Part	ticulars of Issue Share Holding Pattern			
Date Of Issue*		Nature Of Issue *	Initial FCGPR Reference Number (Inca Filing)	se of Subsequent	
	Ť	-Select-	✓		
	C O 10.28.2.180:77785/smt/faces/pages/FileReturn.shtm?menuRedirect=V BOX IN IN The Set of Statute Torms Out SMRE				
	© 201	18 Powered by : HTC Global Services Pvt. Ltd. www.htcinc.com. Ver	sion 1.0 FIBMS Application Helpdesk (Monday to Friday 10:30 am t	6:00 pm) Email- helpfirms@rbi.org.in	

Step 4 : Fill up the details in form FC-GPR as below :

Step 4.1: Tab 1: Issue details

<u>File</u> Edit	<u>V</u> iew History <u>B</u> ookmarks]	ools <u>H</u> elp				- 0 ×
RBI FDI		Reserve Bank of India - Frequ	ently a X Search File Return	× RBI FDI	🗙 🛛 🧕 🗴 X 🕹 X X X X X X X X X X X X X X X X X	
(\leftarrow)	C û	i 10.28.2.180:7785	s/smf/faces/pages/FileReturn/se	archReturn.xhtml?menuRedirect=Y	80% … 🛡 🟠	⊻ II\ 🗊 ≡
∯ Most V	isited 🍯 Getting Started 🛛 🤅	firms 🖨 UAT SMF 🖨 U	AT SMFBU (Reserve Bank of Ind	ia		
	भारतीय रिज़र्व Reserve Bank of India's Cen	India				Home Change Password Logout Welcome niata
	Applicable Sectoral cap/ Statuto	ry ceiling *	20% 26% 49	% 51% 74% 100%	Others	^
•	Whether the foreign investment project/manufacting unit or mar		Yes No			
F	C-GPR Form					
ľ	ssue Details Foreign Investors Det	ails Amount of Issue Particular	s of Issue Share Holding Pattern			
	Date Of Issue *		Nature Of Issue *	Initial FC GPR Reference Nur Filing)	nber (In Case of Subsequent	
		Ē	Select	~		
	Whether the change in the sha	reholding pattern due to this trans	action being reported has already been a	counted in the pre transaction shareholding pattern \star		
	O NO O YES					
		© 2018 Pow	rered by : HTC Global Services Pvt. Ltd. www.htcin	c.com. Version 1.0 FIRMS Application Helpdesk (Monday to Frida;	y 10:30 am to 6:00 pm) Email-helpfirms@rbi.org.in	
S			([]) 📙 data 🔒	🤌 👔 FID launc 📓 User Ma	🛛 cut - Word 😆 Search Fi 🏗 testing12 🔨	ປ× 🖫 📾 📮 ENG 6:07 PM US 8/31/2018

Field name	Description
Date of issue	The date on which the capital instruments have been allotted persons resident outside India pertaining to instant reporting
Nature of Issue	Instant reporting The nature under which the capital instruments have been issued, which can be one of the following : 1. Preferential allotment/ Private placement/Private arrangement 2. Rights 3. Bonus 4. Merger/ demerger /Amalgamationalong with attachment of relevant approvals from the competent authority. This also includes cross border mergers which requires filing of FC-GPR as per Foreign Exchange Management (Cross Border Merger) Regulations 2018. 5. Subscription to Memorandum of Association (MoA) 6. Conversion of Convertible notesalong with the reference number/identification number for the form CN filed for the issuance of Convertible notes. Where the CN form is filed through physical filing, the same may be mentioned in the reference number/identification number field with the copy of acknowledgement letter/ application made as "other attachments" of the form in tab 5. If the form CN has not been filed by the applicant for the issuance of Convertible notes, the same may be declared as a separate attachment within "other attachments" of the form in tab 5 7. Capital Instruments issued under Schedule 7 of FEMA 20(R) to FVCIs

	 8. Shares issued upon exercise of ESOPsalong with the along with the reference number/identification number for the form ESOP filed for the issuance of ESOPs. Where the form ESOP is filed through physical filing, the same may be mentioned in the reference number/identification number field as "filed physically" with the copy of acknowledgement letter/ application made as "other attachments" of the form in tab 5. If the form ESOP has not been filed by the applicant for the issuance of ESOPs, the same may be declared as a separate attachment within "other attachments" of the form in tab 5. 9. Issue of sweat equity shares 10. Issue of participating interest /rights in oil fields 11. Others (please specify)
Initial FC-GPR reference number (In case of subsequent filing)	Non-mandatory. This field is applicable where the capital instruments issued are either partly paid up or share warrants where Form FC-GPR is filed multiple times for one allotment ,as and when the remittance is received. Enter the reference number, if any, which could be Ebiz application number or the acknowledgement number for the previously filed FC-GPR for that particular allotment. Please give the details of the allotment and payment schedule as an other attachment in the "other attachment" of the form in tab 5.
Whether the change in the shareholding pattern due to this transaction being reported has already been accounted in the pre transaction shareholding pattern:*	Select Yes or No In case Yes is selected then there will not be any change in the shareholding pattern for this transaction being reported. In case No is selected changes are reflected in the shareholding pattern for this transaction being reported accordingly. For understanding refer to chapter on Shareholding pattern.

Step 4.2: Tab 2 : Foreign investors details

Eile Edit	<u>V</u> iew History <u>B</u> ookmarks <u>T</u> ools <u>H</u> elp				- 0	×
RBI FDI	× Reserve Bank of India - Frequer	$sthy \circ X$ Search File Return	× RBI FDI	🗙 🛛 🔯 Pahadekar, Monika - Outlook V 🗙 🕇 🕂		
€⇒	C 🟠 🕕 🛈 10.28.2.180:7785/	smf/faces/pages/FileReturn/searc	hReturn.xhtml?menuRedirect=Y	80% 🛡 🏠	<u>↓</u> III\ E	D≡
🔅 Most V	isited 🐞 Getting Started 🖨 firms 🖨 UAT SMF 🖨 UA	r SMFBU 🔘 Reserve Bank of India				
	भारतीय रिज़र्व बैंक Reserve Bank of India India's Central Bank				Home Change Password Welcom	d Logout e nlata
	Number of investors *					^
	0					
	Details of the foreign investor / collaborator (Details of fo	preign residence to be given. Indian addr	ess if any should not be given)			
					+ Add Investor	
	▲ General Details					- 1
	General Details of Investor(s)					
	Name *	Address *	Town/City	State		. 1
						. 1
			Constitution / Nature of the inve	esting Entity *		
	Pincode / Zipcode	Country Of Residence *	Select	• • • • • • • • • • • • • • • • • • •		
		-Select-				
						_
	earch the web and Windows		n. Version 1.0 FIRMS Application Helpdesk (Monday to Friday 10	1:30 am to 6:00 pm) Email- helpfirms@rbi.org.in 133 cut - Word 🚯 Search Fi 濻 testing12 🔿		6:10 PM

	li <u>s</u> tory <u>B</u> ookmarks <u>T</u> ools <u>H</u> elp				
BI FDI	× Reserve Bank of India - Frequent	tly ∂ 🗙 Search File Return	× RBI FDI	🗙 🛛 🔯 Pahadekar, Monika - Outlook V 🗙 🕇 🕂	
€) → ଫ û	i 10.28.2.180:7785/s	mf/faces/pages/FileReturn/searchRet	:urn.xhtml?menuRedirect=Y	80% 🛡 🏠	⊻ III\ 🗊 🗄
🗘 Most Visited 🧕	🧕 Getting Started Girms 💮 UAT SMF 💮 UAT S	SMFBU 🔀 Reserve Bank of India			
्र्क्त भार Rese	रतीय रिज़र्य बैंक serve Bank of India India's Central Bank				Home Change Password Log Welcome niat:
3					
	Particulars Of Issue/Allotment to Each Investor				
	 Particulars or issue/Allotment to Each Investor 				
	Particulars of issue (Capital instrument as issued to that	t foreign investor)			
	Type Of Capital Instrument *	Number of Instruments *			
	-select-	Number of Equity Shares on fully diluted bas	sis * Face Value *	Premium *	
		Amount Of Consideration *			
	Issue Price per instrument *	Amount Of Consideration *			
				+ Ad	dd Issue Particular
	Type Of Captial Number of Instruments Ratio(Applicat of CCPS/CCI Warran	able in case Number of Equity Shares CD/Share on fully diluted basis	Face Value Premium	Issue Price per instrument Amount of Consideration	Edit/Update
			No records found.		

<u>F</u> ile <u>E</u> di	: ⊻iew History Bookmarks Iools Help				– a :	×
RBI FDI	× Reserve Bank of India - Frequ	ently a X Search File Return	× RBI FDI	🗙 🛛 📴 Pahadekar, Monika - Outlook V 🗙 🗍		
€-	C 🔓 🛈	5/smf/faces/pages/FileReturn/sea	rchReturn.xhtml?menuRedirect=Y	80% … 🛡 🏠	<u>↓</u> III\ 🗊	Ξ
∯ Mo	t Visited 🔞 Getting Started 🖨 firms 🖨 UAT SMF 🖨 U	IAT SMFBU 💮 Reserve Bank of India				
	भारतीय रिज़र्व बैंक Reserve Bank of India india's central Bank				Home Change Password Lo Welcome nla	
Ξ	Remittance Details					^
•	Name of the AD Bank through whom remittance is received	Address of the AD Bank				
	Town/City	Pin Code	State			
			-Select-	~		
	Mode of Payment *	v				
	Whether the remitter is different from the foreign	nvestor *				
	⊖ Yes ⊖ No					
	 Investment Details 					ł
	Total Amount of Inflow (Rs)	Total Amount for which Capital Instru issued (Rs)	ments has been			
	Details of the foreign investor					
	© 2018 Po	wered by : HTC Global Services Pvt. Ltd. www.htcinc.u	com. Version 1.0 FIRMS Application Helpdesk (Monday to	Priday 10:30 am to 6:00 pm) Email- helpfirms@rbi.org.in		
Ŧ		(🛛 📙 data 🛛 🛍	🬔 📴 FID launc 🗾 User Ma	🔃 cut - Word 😢 Search Fi 🔁 testing 12	ヘ ☆ 型 層 ♥ ENG 6:12 PI US 8/31/20	

Field name	Description		
Number of investors	Enter the number of foreign investors to whom the capital instruments have been allotted in the issue being reported. Only that number of foreign investors can be entered in the form. For example, if the number of investors entered is 3, details of only 3 foreign investors can be added. In case, more number of investors (in case of incorrect number filled), please change the number in this field and then proceed ahead.		
General details			
	Name :	Name of the foreign investor (Ensure that the name is same as in the FIRC or KYC).	
	Address	Address of the foreign investor	
	Town/City	Town/City of the foreign investor	
	State	State of the foreign investor	
	PIN code/Zip Code	Pin Code /Zip Code of the foreign investor	
	Country of residence	Country of residence of the foreign investor. In case the investor belongs to Pakistan/Bangladesh, Government Approval	

	Constitution/nature of the investing entity (Specify whether)	shall be attached in the attachment "Government Approval" of the common details page. Select Constitution/nature of the foreign investor as applicable from the drop down menu.
Particulars of Issue/Allotment to Each Investor	Type of Capital instrument	Select the type of capital instrument issued to the foreign investor from the drop down menu Enter the number of
	instruments	instruments issued. For participating interest/rights in oil fields enter the value as 1 (one).
	Conversion ratio	In case of Equity shares, partly paid up shares, shares issued against convertible notes and, participating interest/rights in oil fields this is auto- populated as 1:1. For CCDs /CCPs/ share warrants enter the pre- fixed upfront conversion ratio.(In case there is no upfront conversion ratio enter the ratio as per the maximum permissible conversion of CCDs/CCPs/share warrants into equity shares in compliance to the pricing guidelines)
	Number of Equity shares on fully diluted basis Face value	Auto-calculated as per the conversion ratio and number of instruments Enter the face value of the equivalent equity shares. In case of CCDs/CCPs
		/share warrants do NOT enter the face value of CCDs/CCPs/share warrants as it will not give

	the correct shareholding pattern.	
	For participating interest/rights in oil fields enter the value as 0 (one).	
Premium	Enter the value of premium, if any, else enter 0 (Zero).	
Issue Price per instrument	Enter the Issue price per instrument. For participating interest/rights in oil fields enter the total value of the participating interest/rights in oil fields	
Amount of Consideration	Auto calculated as Issue Price per instrument multiplied with number of instruments.	
particular" and check reflected in the adjoining In case any of the of modified click on the of head of the table. This the respective fields.	etails click on "Add issue k whether the details are ng table and verify the same. details entered needs to be edit icon under "Edit/Update " would populate the details in Modify and then click on save the details in the table	
If the details needs to the delete icon.	be deleted entirely, click on	
Further, in case the investor has been allotted more than one capital instrument in the same allotment add the details using the above procedure. Multiple details would be added as different rows in the adjoining table. In case the investor has been issued equity shares		
shares of face value face value 20, then en rows and NOT a single	e, for example, 100 equity 10 and 50 equity shares of ter the details as two different e record. rect shareholding pattern	

Made of Decree of		
Mode of Payment	Name of the AD bank through whom remittance has been received	Enter the name of the AD Bank
	Address of the AD bank	Enter the address of the AD bank
	Town/City	Enter the Town/City of the AD bank
	Pin code	Enter the PIN code of the AD bank
	State	Enter the State or Union territory of the AD bank
	Mode of payment	Select the mode of payment from the drop down menu. @
	Whether the remitter is different from the foreign investor	Please select "NO" if the remitter is same as the foreign investor to whom the capital instruments have been allotment.
		In case the two are different (third party payment ,if permissible) , Please select "YES" enter the details viz., Name of the Remitter, Country of remitter, relationship between Remitter and foreign investor and attach the requisite documents.
	@ Details of the menu op drop down. Menu options	otions of Mode of payment are as follows:
	Menu options	Description
	Inward remittance from abroad through	Fields to be entered: "Date of Remittance",
	banking channel	"Amount in Rs" "FIRC number" Attachments: FIRC
		and KYC of the foreign

	investor
NRE/FCNR	Fields to be entered:
	"Date of debit",
	"Amount in Rs"
	Attachments: Debit
	statement
Escrow A/c	Fields to be entered:
	"Date of debit",
	"Amount in Rs"
	"FIRC number " (if any)
	Attachments: Debit
	statement
Swan	
Swap	Fields to be entered:
	"Value of Capital
	instruments in Rs"-
	Enter the value of
	capital instruments that
	are being swapped for
	the allotment of the
	instant capital
	instruments in this
	allotment.
	Attachments:
	"Valuation certificate":
	Attach the valuation
	certificate for the value
	of capital instrument as
	entered in the above
	field
Issue of shares against	Fields to be entered:
fund payables to its	"Value of fund payables
foreign investor	in Rs"- Enter the value
	of fund payables for the
	allotment of the instant
	capital instruments in
	this allotment.
	"Description "-Enter the
	description such as
	"conversion of ECB" or
	"import payables" etc as
	applicable
	Attachments:
	"Relevant documents
	from RBI/GOI and
	related documents":

Others	Attach the related Government approvals or RBI approvals and any other related documents as applicable Select in case of any other mode of payment. Fields to be entered:
	"Date of Remittance", "Amount in Rs" "FIRC number" Attachments: related documents, if any, as per the mode of payment and to be attached at the "other attachments" at tab 5 in the form.
Multiple mode of payment	Select this option if the total payment has been made through more than one mode or through one mode but multiple tranches. For example, if the allotment is of Rs 10 crores and the investor, lets say is an NRI, has paid the same as, Rs 5 crore through inward remittance and Rs 5 crore as NRE/FCNR. Fields to be entered: "Date of Remittance", - earliest date of date of remittances "Amount in Rs"-Total amount through all modes of payment. "Multimode Payment details"-Specify the individual mode of payment and amount received through that.

	Attachments:
	"Relevant documents
	from RBI/GOI and
	related documents":
	Attach the related
	Government approvals
	or RBI approvals, if any
	and any other related
	documents as
	applicable for the mode
	of payment as specified
	for the individual mode
	of payment.
For allotments which	does not involve any
	us issue, merger/demerger
-	ransfer as "others (please
	pop-up as "others". Enter
"non cash transaction" in	this field".
In "Date of remittance" s	elect the date of allotment
	ance" enter 0 (zero). Leave
the FIRC number blank.	

Investment details	Total amount of Inflow (in Rs) Amount for which capital instruments have been issued	Auto-populated from mode of payment details (Amount in Rs) Auto-populated from "Particulars of issue/ details of individual investor" details. (Amount of Consideration)				
	Consideration)Note : If the Total amount of inflow is in excess i comparison to Amount for which capital instrument have been issued, then specify the details as per the validation note as below :Please specify and give as other attachment (refer user manual), whether the excess amount:1. has already been utilized for previous allotment if so reference no be provided 2. will be utilized for subsequent allotment 3. has been refunded, if so refunds details shall b provided 4. will be refunded, if so please be guided b proviso to para 2(3) of schedule 1 of FEMA 20 (R)).Attachments to be provided in the attachment "other					
ADD Investor	investor " check whether the adjoining table (at the same. In case any of the be modified click on "Edit/Update " head of populate the details in th	f the table. This would e respective fields. Modify button, this will save the				

Tip : Please select the "Nature of issue" in tab 1, before entering the investor details. The investor details are erased in case "nature of issue" selected after.

Step 4.3 – Tab 3-Amount of Issue

📴 Pahadekar, Monika - Outlook V 🗙 Search File Return	× +				-	ø ×
← → C û (i) 10.28.2.180:778	5/smf/faces/pages/FileReturn/searchRet	urn.xhtml?menuRedirect=Y		80% 🛡 🏠	<u>↓</u> III\	⊡ =
nost Visited 🐞 Getting Started 🖨 firms 🖨 UAT SMF 🖨 U	IAT SMFBU 🌐 Reserve Bank of India					
भारतीय रिज़र्य बैंक Reserve Bank of India indias central bank					Home Change Pas We	sword Logo Icome nlata
Applicable Sectoral cap/ Statutory ceiling •	20% 26% 49%	51% (74% (1	00% Others			
, Whether the FDI is received for a particular project? *	🔿 Yes 🔿 No					
FC-GPR Form						
Issue Details Foreign Investors Details Amount of Issue Particula	rs of Issue Share Holding Pattern					
Amount of Issue						
Total Amount of Inflow *	Total amount for which capital instruments have issued *	been				
© 2018 Pq	wered by : HTC Global Services Pvt. Ltd. www.htcinc.com. Ver	ion 1.0 FIRMS Application Helpdesk (Mono	day to Friday 10:30 am to 6:00 pm) Email- ł	velpfirms@rbi.org.in		
Search the web and Windows	0 🗎 🖨 🤌 赵	Search File Return 🛛 🗤 🔤 🛛	User Manual - FOR		^ q× ঢ় ▣ ♥ [NTL	5:23 PM

Field name		Description						
Total amount of inflow		Auto-populated investors	from	tab	2	for	all	foreign
Total amount for which cap instruments have been issued	ital	Auto-populated investors	from	tab	2	for	all	foreign

Step 4.4-Tab 4-Particulars of Issue

02 Pahadekar, Monika	- Outlook V × Search File Retu	ırn × +					- c	× a
← → ♂ ŵ	③ 10.28	3.2.180:7785/smf/faces/pages/FileReturr	n/searchReturn.xhtml?menuRedi	rect=Y	80%	… 🖸 🏠	<u>↓</u> III/	E
🛟 Most Visited 🔞	etting Started 🔘 firms 🔘 UAT	T SMF 🔘 UAT SMFBU 🌐 Reserve Bank of	f India					
भारती Reser	য रিज़र्च बैंक ve Bank of India India's Central Bank						Home Change Passwo Welco	ord Logout me nlata
Issue Details	Foreign Investors Details Amount of Ise	sue Particulars of Issue Share Holding Pattern						^
	ted Particulars of Issue							
Type Of Instru		Conversion Ratio(Applicable in case of CCPS/CCD/Share Warrants)	Number of Equity Shares on fully diluted basis	Face Value	Premium	Issue Price per instrument	Amount of Consideration	
			No records found.					
			(1 of 1) 🔤 👒 🕨	5 🗸				- 1
Fair Value	of the shares(in Rs):	Valuation Certificate						
submissio	ns are made in compliance to the Forei	on provided in this form and certify that the informat gn Exchange Management Act, 1999. I hereby attach	tion provided is true, complete and correct h requisite Declaration, CS certificate and	. In case of any discrepancy other relevant attachment(s)	in the above information, I ma for this reporting. *	y be held liable for the same. T	These declarations and	
⊖ Yes	○ No							
		© 2018 Powered by : HTC Global Services Pvt. Ltd. www	htcinc.com. Version 1.0 FIRMS Application Help	desk (Monday to Friday 10:30 am te	o 6:00 pm) Email- helpfirms@rbi.org.i	n		
Search the		o 📮 🚖 (🤶 ຢ Search File Return	👿 🖥 User Manual - FO	R		۹× 🖫 🖬 📮 ENG INTL	5:23 PM 8/21/2018

Field name	Description
Consolidated Particulars of Issue	Auto-populated table for the consolidated particulars of issue (from tab 2), for all foreign investors
Fair value of the Shares (in Rs)	Fair value of the shares as per the valuation certificate issued by the person authorized as per FEMA 20 (R) along with the attachment at "Valuation Certificate".
	Mandatory where nature of issues is "Preferential Allotment/Private Placement/Private arrangement " and "Conversion of Convertible Notes".
Declaration	<i>"I hereby declare that I have verified the information provided in this form and certify that the information provided is true, complete and correct. In case of any discrepancy in the above information, I may be held liable for the same. These declarations and submissions are made in compliance to the Foreign Exchange Management Act, 1999. I hereby attach requisite Declaration, CS certificate and other relevant attachment(s) for this reporting." * Please select "Yes" upon completing all details in the form. Attach the Declaration and CS certificate as well as other relevant documents in the attachment "CS certificate/other attachments".</i>

Step 4.5-Tab 5-Shareholding Pattern

	+			- a ×
→ C ²	ages/FileReturn/searchReturn.xhtml	menuRedirect=Y	80% … 🛡 🏠	<u>↓</u> III\ 🗊 =
st Visited 🔹 Getting Started 💮 firms 💮 UAT SMF 💮 UAT SMFBU 🧔	Reserve Bank of India			
भारतीय रिज़र्व बैंक Reserve Bank of India India's Central Bank				Home Change Password Logor Welcome niata
Project Location				
Pincode * State *		District *		
110001 ANDHRA PRADE	SH	east		
City*				
West Godavari				
FC-GPR Form				
Issue Details Foreign Investors Details Amount of Issue Particulars of Issue Share	e Holding Pattern			
Issue Details Foreign Investors Details Amount of Issue Particulars of Issue Share				
Issue Details Foreign Investors Details Amount of Issue Particulars of Issue Share Particulars	e Holding Pattern Pre- Transat	Post- tion Transaction		
	Pre- Transac			
Particulars Value of equity shares (on fully diluted basis) other than Foreign Portfolio Inve	Pre- Transac			
Particulars Value of equity shares (on fully diluted basis) other than Foreign Portfolio Inve investment or Value of Capital contribution/profit shares	Pre- Transac			
Particulars Value of equity shares (on fully diluted basis) other than Foreign Portfolio Inve investment or Value of Capital contribution/profit shares Foreign Portfolio Investment	Pre- Transac stment and indirect foreign 11000	tion Transaction		

Field name	Description		
Shareholding pattern	Particulars	Pre- Transaction	Post- Transaction
	Value of equity shares (on fully diluted basis) other than Foreign Portfolio Investment and indirect foreign investment or Value of Capital 		
	Pre transaction values a Entity Master (tab 3) Post transaction values upon the details prov transaction=Pre transa Value of shares reported The Business user shall correctly filled in the form pattern which is auto- calo	are auto-cale rided in the ction value d in the form. ensure that t m, so that the	culated based form. Post of shares + the details are shareholding

Step 5.6: After filling in all details, click on Save and Submit for submitting the form.

"Save as draft" feature: The Business User can also save the draft and submit later, by filling in all mandatory details in the "Common details" page.

"Reset" feature : This will reset the complete form.

"Back" button: To go back to the Dashboard.

Format of the declaration :

DECLARATION TO BE FILED BY THE AUTHORISED REPRESENTATIVE OF THE INDIAN COMPANY:

We hereby declare that:

1. We comply with the procedure for issue of capital instruments as laid down under Foreign Exchange Management (Transfer or issue of security by person resident outside India) Regulations, 2017 notified vide <u>Notification No. FEMA 20(R)/2017-RB</u> dated November 07, 2017, as amended from time to time.

2. The investment is within the sectoral cap / statutory ceiling permissible under the regulations, ibid and in compliance with the attendant conditions.

3. The capital instruments issued under a scheme of merger and amalgamation of two or more Indian companies or reconstruction by way of de-merger or otherwise of an Indian company is duly approved by a court in India. *(strike- out if not applicable)*

4. The foreign investment received and reported now will be utilized in compliance with the provision of a Prevention of Money Laundering Act 2002 (PMLA) and Unlawful Activities(Prevention) Act, 1967 (UAPA). We confirm that the investment complies with the provisions of all applicable Rules and Regulations

5. We enclose the following documents in compliance with these regulations:

(i) A certificate from our Company Secretary as in the specified format.

(ii) A certificate from SEBI registered Merchant Banker / Chartered Accountant / cost accountant or any other person as authorized under FEMA 20 (R) indicating the manner of arriving at the price of the shares issued to the persons resident outside India *(wherever applicable)*

(iii) All other necessary documents as applicable to the issue.

(Signature of the Applicant)*	:
(Name in Block Letters)	:
(Designation of the signatory)	:
Diago:	

Place:

Date:

(* To be signed by Managing Director/Director/Secretary of the Company

Format for Company Secretary Certificate:

CERTIFICATE TO BE FILED BY THE COMPANY SECRETARY/PRACTICING COMPANY SECRETARY OF THE INDIAN COMPANY

In respect of the details as mentioned as mentioned above, we certify the following:

- (i) all the requirements of the Companies Act, 2013 have been complied with;
- (ii) terms and conditions of the Government approval, if any, have been complied with;
- (iii) the company is eligible to issue capital instruments/receive capital instruments under Foreign Exchange Management (Transfer or issue of security by a person resident outside India) Regulations, 2017 notified vide <u>Notification No. FEMA</u> <u>20(R)/2017-RB dated November 07, 2017</u>, as amended from time to time.
- (iv) The company has all certificates issued by authorized dealers in India evidencing receipt of amount of consideration in accordance with Foreign Exchange Management (Transfer or issue of security by a person resident outside India) Regulations, 2017 notified vide <u>Notification No. FEMA 20(R)/2017-RB</u> <u>dated November 07, 2017</u>, as amended from time to time
- (v) The Investment Agreement/ Shareholder Agreement between the investor and the investee company is in compliance with the provisions of Foreign Exchange Management (Transfer or issue of security by a person resident outside India) Regulations, 2017 notified vide <u>Notification No. FEMA 20(R)/2017-RB</u> <u>dated November 07, 2017</u>, as amended from time to time

(Name & Signature and Seal of the Company Secretary/practicing Company secretary)

FC-TRS

Step 1: Login into SMF and reach your workspace.

<u>File</u>	<u>E</u> dit <u>V</u> iew Hi <u>s</u> tory <u>B</u> ookmarks	<u>T</u> ools <u>H</u> elp										(- 1	٦	×
RBI FI	ы ×	Reserve Bank of India - F	Frequently \sim X	Dashboar	d		× +									
$\langle \boldsymbol{\leftarrow} \rangle$	\rightarrow C $rac{1}{2}$	(i) 10.28.2.180:	7785/smf/fao	es/pages/d	ashboard.xh	tml				80%	·· 🛡 🖒	r		<u>↓</u> III\	1	≡
¢ N	Aost Visited 🛛 🌜 Getting Started	G firms G UAT SMF (🕀 UAT SMFBU	Reserv	e Bank of Ind	ia										
	भारतीय रिज़र्व Reserve Bank c India's	बैंक of India Central Bank											Home C		rord ome r	
	Dashboard															^
•	Approved Forms							Rejected Forms								
			FCGPR 1 FORM 0 Form 0 Cn Form 0 ORR 0 Form 0 NNI Form 0	FCTRS Form LLP2 Form ESOP Form DI Form	0					FOGPR FORM LLP1 Form Cn Form DRR Form INVI Form	0	Form 0 LUP2 0 Form 0 DI Form 0				
	Pending Approval Forms														-	
			FCGPR FORM 12	FCTRS Form	3											
			LLP1 0 Form	LLP2 Form	0											
		© 201	Cn Form 0	ESOP Slobal Services P	0 t. Ltd. www.htcine	a.com. Versio	n 1.0 FIRMS Ap	plication Helpdesk (Monday to I	Friday 10:30 am to 6:00 pm) Er	nail-helpfirms@rbi.org.in						
Ŧ	Search the web and Wir		O	📙 data	â	e	-		👿 🛛 cut - Word		testing	g12 ^ ¢	×Ţģ	ENG US	5:55 8/31/	

Click on the left navigation button and select Single Master Form.

<u>File Edit View History B</u> ookmarks	jools <u>H</u> elp		
RBI FDI ×	Reserve Bank of India - Frequently 🗧 🗙 Dashboard 🗙 +		
$\overleftarrow{\bullet}$ \rightarrow $\overleftarrow{\bullet}$	10.28.2.180:7785/smf/faces/pages/dashboard.xhtml	80% … 🛡 🏠	⊻ II\ 🗊 =
🔅 Most Visited 🛭 🍯 Getting Started 🧯) firms 🜐 UAT SMF 🜐 UAT SMFBU 🜐 Reserve Bank of India		
भारतीय रिज़र्व Reserve Bank of India's Cer	India	Home	Change Password Logout Welcome nlata
× MENU			^
FILE RETURN			
SINGLE MASTER FORM	Rejected Forms		
	FODPA 1 FCTINS 0 LP1 0 LP2 0 Form 0 ESP 0 D14 0 ESP 0 Poim 0 ESP 0 Poim 0 ESP 0 Poim 0 ESP 0 Poim 0 ESP 0	FCOPR FORM 0 FCTNS 0 UP Form 0 Form 0 Form 0 Form 0 Form 0 Dr Form 0 Form 0 Form 0 Form 0 Form 0 Form 0 Form 0 Form 0 Form 0	
Search the web and Wind	F00FR 12 FCTR6 3 F00FR 12 Form 10 UFI 0 UFI 0 0 ToTem 0 0 0 0 20181 Prowed Sy void Solid solid void Void Ut Université Control 10 (17955 Application Highdeit, Mondy to Friday 1020 are to 600 proj (Tonal High 0 0005 Image: Control 10 (100 - 100	yfrmaghtiogyn Dashboa	© ■ ENG 5:57 PM US 8/31/2018

Step 2 : Click on drop down menu "Return Type". Select "Form FC-TRS" and click on Add new return. The user will be taken to form FC-TRS.

<u>F</u> ile <u>E</u> dit <u>V</u> iew Hi <u>s</u> tory <u>B</u> ookmarks <u>T</u> ools <u>H</u> elp				- 8 ×
RBI FDI X Reserve Bank of India - Fre	equently a X Search File Return	× +		
← → C ² ⁽¹⁾ (i) 10.28.2.180:77	785/smf/faces/pages/FileReturn/searchReturr	.xhtml?menuRedirect=Y	80% 🗹 🏠	<u>↓</u> III\ 🗊 🗏
🔅 Most Visited 🔞 Getting Started 🜐 firms 🌐 UAT SMF 🤀	UAT SMFBU 🔀 Reserve Bank of India			
भारतीय रिज़र्य बैंक Reserve Bank of India India's Central Bank				Home Change Password Logout Welcome niata
Search Returns				
>				+ Add New Return
Return Type*	From Date	To Date	Return Refrence Number	
Select 💙	[i	
Select				
Form FC-GPR				
Form FC-TRS				
Form LLP-I				
Form LLP-II				
Form ESOP				
Form CN Form DRR				
Form DI				
Form InVi				
©2018	Powered by : HTC Global Services Pvt. Ltd. www.htcinc.com. Version 1	.011 FIRMS Application Helpdesk (Monday to Friday 10:30 am to 6:00 pm	n) I Email-helpfirms@rbi.org.in	
Search the web and Windows	[]] 📙 data 🚊 🧔	😢 FID launc 💘 User Ma 💘 cut - Wo	rd 🧉 Search Fi testing12 🔨 🕻 🗴	토 🗐 📮 ENG 5:58 PM US 8/31/2018

The complete form is arranged into two parts, Common Investment details and "Form FC-TRS" which is further arranged into 3/4 tabs.

(Common Investment details: These details are common to all returns that can be reported in SMF.)

Step 3: Fill up the common investment details as below:

भारतीय रिज Reserve Ban	ed @ firms @ UAT SMF @ U नर्य थेंक	5/smt/faces/pages/FileReturn/searchReturn.	xhtmi?menuRedirect=Y	(80%) ···· 🛡 🏠	⊥ III\ E Home Change Password Welcome
भारतीय रिज़ Reserve Banl	नर्व बैंक k of India	IAT SMFBU (Reserve Bank of India			
Reserve Banl	k of India				
Search Returns					
				🕫 Reset 🔀 Save and Submit	😫 Save As Draft 🛛 🗲 Back
Corporate Identification Nun	nber (CIN/LLP) *	PAN Number *	Company Name *	Application Date *	
ABCDEFGHIJKLMNOPQRT11		QWERT7890Y	ABC &DEF PVT LTD	31/08/2018	
Details of received FDI-En	atry Route and Applicable Sectoral Ca	ĸ			
Entry Route *		 Automatic Route Government Route (Attained) 	ach Copy Of Government Approval)		
Applicable Sectoral cap/ \$	Statutory ceiling *	20% 26% 49% 51	1% 74% 100% Ot	hers	
Whether the foreign inves project/manufacting unit	stment is received for a specific or manufacturing plant?*	Yes No			
FCTRS Form					
Common Details Particul	lars of Transfer Share Holding Pattern				
Transfer by way of *	🔿 Sale 🔾 Gift	Whether the FC-TRS reporting is * $\hfill \ensuremath{ \bullet }$	New 🔿 Subsequent		
Whether the change in shareholding pattern:		ansaction being reported has already been accounted in t	he pre transaction ONO YES	s	
	© 2018 Pe	wered by : HTC Global Services Pvt. Ltd. www.htcinc.com. Version 1.0) FIRMS Application Helpdesk (Monday to Friday 10:30 am t	to 6:00 pm) Email- helpfirms@rbi.org.in	

Field Name	Description				
CIN	Pre-filled, non-editable as per the BU				
	registration details				
Company name	Pre-filled, non-editable as per the BU				
	registration details				
PAN number	Pre-filled, non-editable as per the BU registration details				
Application date	Pre-filled, non-editable, system date				
Entry Route*	Select Automatic or Government as				
	applicable for the investment being reported. In case the Government route is selected attach the requisite Government approvals.				
	Clarification: where the company belongs to a sector with mixed entry routes, for example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% under Government route . If the investment being reported is under 74%. The entry route selected shall be automatic and in case the investment being reported would result into foreign investment beyond 74%, the entry route selected shall be government with relevant government approvals attached.				
Applicable Sectoral cap/ Statutory ceiling*	Applicable sectoral cap as per FEMA 20(R). Clarification: where the company belongs				
	to a sector with mixed entry routes, for example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% under Government route, the applicable sectoral cap would be 100%.				

Whether the foreign investment received is for a specific project/ manufacturing unit/ plant?	Select Yes or No as applicable. If yes is selected , fill up the details as below:			
	PIN Code	Enter the PIN code and click on arrow		
	State	Pre-filled as per PIN code		
	City/District	Enter the city/district		
	Brownfield/Greenfield	Enter brownfield or greenfield as applicable for the investment.		

Step 4 : Fill up the details in form FC-TRS as below :

Step 4.1-Tab 1-Common details

Sear	ch File Return	× 📴 Pa	ahadekar, Monika	- Outlook V 🗙 RB	I FDI	×	+			—	ø	×
() → C' 🏠	0	D 10.28.2.180:	7785/smf/faces/pa	ges/FileReturn/se	earchReturn.xhtml	?menuRedirect=Y	50%	···· 🛡 🏠	± ⊪		≡
\$	Most Visited 🛛 📵 Getting Sta	arted firms	UAT SMF	🕲 UAT SMFBU 🔘	Reserve Bank of Inc	dia						
6	मारतील रिजर्व बैंक Reserve Bank of India Demas Control Bank									Home (Change Pasawor Walcom	d Logovt Na niata
	Entry Route*			Automatic Route Orve	manent Baude							^
•	Applicable Sectoral cap/ Statutory celling*				26% 0 49%	O \$1% O	74% 0 100% 0	Others				
	Whether the FDI is received for a particular pro	ject?•		○ Yes ○ Ne								
	FCTRS Form											
	Common Details Particulars of Transfer Sha	are Holding Pattern										i i
	Transfer by way of	⊖ Sale ⊖ Gift		Whether the PC-TRS reporting is		New O Subset	uent .					
	Whether the change in the shareholding pa	attem due to this transaction	being reported has already been	n accounted in the pre transaction shan	sholding pattern:*		O NO O YES					
	Transfer from *			Transfer Type*			Date of Transfer*					
	-56.60+-		×	-58.60**		~						
	Nature of Transfer*											
	Address"			Country *								
				-581,807-		~						
	Status"			Constitution / Nature*								
	Resident Non-Resident			-eser-		*						
	Address"			Country *								
				-56.609-		~						
				Constitution / Nature"								
	Datus"					•						
	In case the acquisition by the NR seller	is through issue of capital	instruments acknowledgemen	t of FC-GPN may be attached. In case	the acquisition by the NII seller	is through transfer of capital instrui	ments acknowledgement of FC-TRS may be attached.k	n case of gift refevant NDI approval, if any , may b	e atlached			
					we have to see that he is a	at the completion over the day is the second	Agglication Italphok (Munday to Triday 10.30 am to 6.03 pm) (Deal) is	alalaan Weli aa 'a				
	Search the web and	d Windows		() 📮	·	😢 Search File R			🗴 🗄 business-user	へ (1)) 記 🗈 📮 ENG	6 6:18 8/23/	

Field name	Description		
Transfer by way of	Select sale or Gift as the case may be		
Whether the change in the	Select Yes or No		
shareholding pattern due to this	In case Yes is selected then there will		
transaction being reported has already	not be any change in the shareholding		
been accounted in the pre transaction shareholding pattern:*	pattern for this transaction being reported. In case No is selected changes are reflected in the shareholding pattern for this transaction being reported accordingly. For explanation refer to the chapter under head "Shareholding Pattern"		
---	---		
Transfer from	 Select from the following options as applicable: Resident to Non-resident (including NRI/OCI on repatriable basis) Non-resident (including NRI/OCI on repatriable basis) to Resident NRI /OCI/eligible investor on non-repatriable basis to Non-resident(including NRI/OCI on repatriable basis) Non-resident (including NRI/OCI on repatriable basis) to NRI/OCI/eligible investor on non-repatriable basis) 		
Transfer Type	 Select from the following options as applicable: Transfer as per Regulation 10(3) of FEMA 20(R)-Sale of capital instruments from a person resident outside India to a person resident in India Transfer as per Regulation 10(4) of FEMA 20(R)-Sale of capital instruments from a person resident in India, including NRI/OCI or eligible investor under Schedule 4 to FEMA 20(R) to a person resident outside India Transfer as per Regulation 10(5) of FEMA 20(R)-Gift of capital instruments from a person resident in India, including NRI/OCI or eligible investor under Schedule 4 to FEMA 20(R)-Gift of capital instruments from a person resident in India, including NRI/OCI or eligible investor under Schedule 4 to FEMA 20(R)-Gift of capital instruments from a person resident in India, including NRI/OCI or eligible investor under Schedule 4 to FEMA 20(R) to a 		

	 person resident outside India Transfer as per Regulation 10(12) of FEMA 20(R)-Invocation of pledge Transfer of capital instruments as per Regulation 3 to FEMA 20(R) Others (please specify)
Date of Transfer	Select the date of transfer from the calendar. (In case the date of transfer is after the date of filing of FC-TRS form i.e future date, select the date as application date and provide the date of transfer as per the Transfer agreement as an attachment under "Other attachments").
Nature of Transfer	 Select from the following options as applicable: Offer for sale in an IPO/ FPO Private arrangement Swap of capital instruments Sale on stock exchange other than those under Schedule 2 and Schedule 3 of FEMA 20(R) Purchase on stock exchange other than those under schedule 2 and Schedule 3 of FEMA20(R) Participating interests / rights in oil fields Merger / Demerger / Amalgamation Buy back Invocation of pledge Others (please specify)
Buyer and Seller details for sale or Donee and Donor details for gift	Fill up the buyer and seller details for transfer by sale or Donee and Donor details for Transfer by Gift.

Step 4.2-Tab 2-Particulars of Transfer

Search File Return X 02 Pahadekar, Monika - O	utlook V 🗙 RBI FDI 🛛 🗙	+		- o ×
(←) → C ^I ⁽¹⁾ 10.28.2.180:77	85/smf/faces/pages/FileReturn/searchReturn.xht	tml?menuRedirect=Y	80% … 💟	☆ ⊻ II\ 🗉 ≡
🌣 Most Visited 🐞 Getting Started 🖨 firms 🖨 UAT SMF 🖨	UAT SMFBU 🜐 Reserve Bank of India			
भारतीय रिज़र्य बैंक Reserve Bank of India india's central Bank				Home Change Password Logou Welcome niata
Common Details Particulars of Transfer Share Holding Pattern				
Þ				+ Add
Type Of Capital Instrument*	Number of Instruments *	Conversion Ratio *		
Number of equity shares on Fully diluted basis *	Face Value *	Transfer Price Per Instrument •		
Total Amount Consideration *				
Type Number of Instruments Face Value	Number of equity shares on Fully diluted basis	Transfer Price Per Instrument	Total Amount Consideration Del	lete Edit
	No r	ecords found.		
Fair value of the capital instrument at the time of transfer (NR)				
Transfer Agreement / Valuation Certificate				
n Choose				
© 2018	Powered by : HTC Global Services Pvt. Ltd. www.htcinc.com. Version 1.0 F	IRMS Application Helpdesk (Monday to Friday 10	2:30 am to 6:00 pm) Email-helpfirms@rbi.org.in	
Search the web and Windows	🗇 📋 🚊 🤌 Search F	ile Ret 💘 🔄 User Manual	will business user r 🗴 🗄 business	-user へ (い) 🏪 📼 📮 ENG 6:20 PM INTL 8/23/2018

Field Name	Description
Type of capital instrument	Select the type of capital instrument as transferred from the drop down menu. In case of gift, if the shares are transferred select as "Shares transferred as Gift", if not, then the capital instrument as transferred
Number of Instruments	Enter the number of instruments as transferred.
Conversion ratio	In case of Equity shares, partly paid up shares, shares transferred as Gift, participating interest/rights in oil fields enter as 1:1. For CCDs /CCPs/ share warrants enter the pre-fixed upfront conversion ratio. (In case there is no upfront conversion ratio enter the ratio as per the maximum permissible conversion of CCDs/CCPs/share warrants into equity shares in compliance to the pricing guidelines).
Number of equity shares on fully diluted	Auto-populated as per the conversion ratio
basis	and the number of instruments
Face value	Enter the face value of the equivalent equity shares. In case of CCDs/CCPs

	 /share warrants do NOT enter the face value of CCDs/CCPs/share warrants as it will not give the correct shareholding pattern. For participating interest/rights in oil fields enter the value as 0 (zero).
Transfer price per instrument	Transfer price. For Gift , enter transfer price as 0(zero).
Total amount consideration	Auto-calculated as Number of instruments multiplied by transfer price per instrument.
"ADD " button	Click on the ADD button after entering above details and check that all details are reflected in the adjoining table. In case of multiple instruments being transferred repeat the above process.
	In case the entered details needs to be modified click on the Edit icon in the table. The details would be re-populated in the fields, modify accordingly and click on Save Button. Check for the details in the adjoining table.
	In case the details needs to be deleted click on the Delete icon in the table.
Fair value of the capital instruments at the time of transfer	Enter the fair value of the capital instrument being transferred and attach the valuation certificate form the authorized person and Transfer agreement (relevant extracts) along with the consent letter of buyer and seller at "Valuation certificate." In case where multiple instruments are
	being transferred, enter the fair value of one instrument and attach a clarificatory letter along with the valuation certificates at the attachment "Valuation certificate"
	In case of Gift, the field may be kept blank.

Reserve Bank of India India's Central Bank	Share Holding Pattern			Welcome
Mode of payment- Particulars of Remittance				
Mode of Payment * 	Name of the AD Bank *	Address of the AD Bank*	Amount received/remitted in Rs*	+ Add
Whether*	v]	
Tranche Number Ø				
Is Last Tranche O Yes O No	Whether the remitter is diffrent from foreign Ves No	, investor		
Tranche Number	Total Amount Recived	Amount Recived	Delete	Edit
	vided in this form and cartify that the information provided in the net Act, 1999. I hereby attach requisite Declaration and other r		rmation, 1 may be held liable for the same. These declarations and submissio	ins are

Step 4.3 : Tab 3-Remittance Details – Not applicable for Transfer by Gift

Field Name	Description				
Mode of payment	Select from the drop down menu				
Name of AD bank	Click on the search icon .A pop-up window will open, select the AD bank facilitating the transfer.				
Address of the AD bank	Address is auto-populated based on bank selection. In case the address is not correct, edit the details accordingly.				
Amount remitted/received in Rs	Amount in Rs as being received or remitted in this reporting				
Whether and Tranche number	Select from the drop down menu as below Payment on full consideration				
	Date of remittanceEnter the Date of Remittance. In case the remittance date is future date, it may be left blank.				

Tranche number	Enter tranche number	
	as 1	
Is last tranche	Select Yes	
Payment on deferred basis In case it is first tranche payment		
Tranche number	Enter Tranche number as 1 (one)	
Amount in the tranche	Enter the Amount as received in the tranche	
Date of remittance	Enter the Date of Remittance. In case the remittance date is future date, it may be left blank.	
Is last tranche	Select YES or NO as applicable	
In case it is 2,3,4etc Tranche number	tranche Enter Tranche number as 2,3etc	
Amount in previous	as applicable Enter the total	
Amount in previous tranche(s)	amount as received in all earlier tranche(s).	
FC-TRS details	Enter the FC-TRS reference number along with the tranche amount reported in the FC- TRS	
Amount in the tranche	Enter the Amount as received in this tranche	
Date of remittance	Enter the Date of Remittance. In case the remittance date is future date, it may be left blank.	

7			
Is last tranche	Select YES or NO as applicable		
Indemnity Arrangeme	nt		
In case it is first FC-TI	RS reporting		
Tranche number	Enter Tranche number as 1		
Amount indemnifie /Amount being pai as indemnity			
Date of remittance	Enter the Date of Remittance. In case the remittance date is future date, it may be left blank. This date is the date on which the Amount is received for the transfer		
Is last tranche	Select NO		
In case it is first FC-T indemnity payment Tranche number	TRS reporting for reporting		
	as 2		
Amount in previous tranche(s)	Enter the total amount as received in all previous tranches		
FC-TRS details	Enter the FC-TRS reference number along with the tranche amount reported in the FC-TRS		
Amount Indemnified /Amount paid as Indemnified in Rs	Enter the Amount being paid as indemnity		
Date of Remittance	Enter the date of remittance.		
Is last tranche	Select YES or No as applicable		

Whether the remitter is different from a foreign investor	Please select "NO" if the remitter is same as the foreign investor. In case the two are different (third party payment, if permissible), Please select "YES" enter the details viz., Name of the Remitter, Country of remitter, relationship between Remitter and foreign investor and attach the requisite documents
Declaration	Declaration text- I hereby declare that I have verified the information provided in this form and certify that the information provided is true, complete and correct. In case of any discrepancy in the above information, I may be held liable for the same. These declarations and submissions are made in compliance to the Foreign Exchange Management Act, 1999. I hereby attach requisite <u>Declaration</u> and other relevant attachment(s) for this reporting.*

Step 5.5-Tab 5-Shareholding Pattern

<u>File Edit View History B</u> ookmark	s <u>T</u> ools <u>H</u> elp				– o ×
RBI FDI >	Reserve Bank of India - Frequently 🗧 🗙 Search File Return	× RBI FDI		🗙 🛛 💽 Pahadekar, Monika - Outlook V 🗙 🕇 🕂	
(←) → 健 @	① 10.28.2.180:7785/smf/faces/pages/FileReturn/searchRetur	m.xhtml?menu	Redirect=Y	80% … 🛡 🏠	<u>⊻</u> II\ ⊡ ≡
🔅 Most Visited 🔞 Getting Started	firms UAT SMF UAT SMFBU Reserve Bank of India				
भारतीय रिज़ Reserve Bank India to					Home i Change Password i Logout Welcome nlata
Applicable Sectoral cap/ St	atutory ceiling • 20% 26% 49% 🔿	51% 74	% 0 100%	Others	^
Whether the foreign investme project/manufacting unit or	nent is received for a specific Ves No manufacturing plant?*				
FCTRS Form					
Common Details Particular	s of Transfer Remittance Details Share Holding Pattern				
Particulars		Pre- Transaction	Post- Transaction		
	. (on fully diluted basis) other than Foreign Portfolio Investment and indirect foreign f Capital contribution/profit shares	14000			
Foreign Portfolio Inve	stment	0			
Indirect foreign invest	ment- Value of equity shares (on fully diluted basis)	0			
Total		14000.00			
Percentage		14.00			
					2
	© 2018 Powered by : HTC Global Services Pvt. Ltd. www.htcinc.com. Version				ENG 6:33 PM
Search the web and W	indows 🔲 🔲 🖨 🖨	PE FID launc	User Ma	. 🛯 cut - Word 🛃 Search Fi 🏗 testing12 🔨	√ 4× 💬 📾 📮 US 8/31/2018

Field name	Description		
Shareholding pattern	Particulars	Pre- Transaction	Post- Transaction
	Value of equity shares (on fully diluted basis) other than Foreign Portfolio Investment and indirect foreign investment or Value of Capital contribution/profit sharesForeignPortfolio 		
	Pre transaction values are Entity Master (tab 3) Post transaction values are the details provided in the f transaction value of sha reported in the form. The Business user shall e correctly filled in the form pattern which is auto- calcula	auto-calculate orm. Post tra ares + Valu ensure that th , so that the	ed based upon insaction=Pre e of shares

Step 5.6: After filling in all details, click on Save and Submit for submitting the form.

"Save as draft" feature: The Business User can also save the draft and submit later, by filling in all mandatory details in the "Common details" page.

"Reset" feature : This will reset the complete form.

"Back" button: To go back to the Dashboard.

Format for Declaration by the Non-resident transferor / transferee

I/We hereby declare that

- i. The particulars given above are true and correct to the best of my/our knowledge and belief.
- ii. I/ We, was/were holding the capital instruments of the company as per Foreign Exchange Management (Transfer or issue of security by a person resident outside India) Regulations, 2000 notified vide <u>Notification No. FEMA</u> <u>20/2000-RB dated 3rd May 2000</u>, as amended from time to time on repatriation/non repatriation basis.
- iii. I/ We, am/are eligible to acquire the capital instruments in a company in terms of regulations, ibid.
- iv. The investment is within the sectoral cap / statutory ceiling permissible under the regulations, ibid and in compliance with the attendant conditions.

Signature of the Declarant or his duly authorised agent Date:

LLP-I

Step 1: Login into SMF and reach your workspace.



Click on the left navigation button and select Single Master Form.

<u>File Edit View History Bookmarks Iools Help</u>		- a ×
RBI FDI × Reserve Bank of India	a - Frequently : X Dashboard X +	
(←) → C ² ⁽¹⁾ (i) 10.28.2.18	80:7785/smf/faces/pages/dashboard.xhtml	∞∞ … ♥ ☆ ⊻ II\ 🖽 ≡
🌣 Most Visited 💧 Getting Started 💮 firms 💮 UAT SMF	F 🜐 UAT SMFBU 🌐 Reserve Bank of India	
भारतीय रिजर्व बैंक Reserve Bank of India India's Central Bank		Home Change Password Logout Welcome nists
× MENU		^
► FILE RETURN		
SINGLE MASTER FORM	Rejected Forms	
	FCGPR 1 FCTRS 0 FORM 1 Form	FCIRE 0 FCIRE 0 FORM Form
	LLP1 LLP2 0 Form 0 Form 0	LLP1 0 LLP2 0 Form 0 Form 0
	Ch Form 0 ESOP 0 Form 0 Form 0	Cn Form 0 Form 0
	DRR 0 DI Form 0	DRR 0 DI Form 0 Form
	INVI 0 Form 0	INVI 0 Form
	FCGPR 12 FCTRS 3 FCGM 12 Fcrm 3	
	LLP1 0 LLP2 0 Form Form	
	Cn Form 0 ESOP 0	
	© 2018 Powered by : HTC Global Services Pvt. Ltd. www.htcinc.com. Version 1.0 FIRMS Application Helpdesk (Monday to Friday 10:30 an	
Search the web and Windows	🛄 🔲 🚺 👶 🦉 📴 FID launc 🕎 User Ma 🕎 🖉	cut - Word 🕹 Dashboa 🏠 testing12 🔨 식× 🖫 📾 루 ENG 5:57 PM US 8/31/2018

Step 2 : Click on drop down menu "Return Type". Select "Form LLP-I" and click on Add new return. The user will be taken to form LLP-I.

<u>File Edit View History Bookmarks</u> <u>T</u> ools <u>H</u> elp				– ø ×
RBI FDI X Reserve Bank of India - Freque	ently : X Search File Return X			
(←) → C ²	5/smf/faces/pages/FileReturn/searchReturn.xhtml?	menuRedirect=Y 8	80% 💟 🏠	<u>↓</u> III\ 🗊 😑
A Most Visited 🐠 Getting Started 🖨 firms 🖨 UAT SMF 🖨 U.	AT SMFBU 💮 Reserve Bank of India			
भारतीय रिजर्य बैंक Reserve Bank of India India Central Bank			Home	Change Password Logout Welcome nlata
Search Returns				
•				
				+ Add New Return
"	From Date	To Date	Return Refrence Number	
Select 💙			 	
Select				
Form FC-GPR				
Form FC-TRS Form LLP-I				
Form LLP-II				
Form ESOP				
Form CN				
Form DRR				
Form DI				
Form InVi				
6.2011	wwedby HTC Global Services Pot. Ltd. www.blacks.com, Varsion 10 198045	ugekator Helpdark Monday to Ficker 1030 an to 800 uni (Braul' Helpfing	stiftbiorg in	
Search the web and Windows			arch Fi testing12 ヘ d× 🔛 🕾	ENG 5:58 PM US 8/31/2018

The complete form is arranged into two parts, Common Investment details and "Form LLP-I" which is further arranged into 5 tabs.

(Common Investment details: These details are common to all returns that can be reported in SMF.)

Step 3: Fill up the common investment details as below:

lit <u>V</u> iew Hi <u>s</u> tory <u>B</u> ookmarks <u>T</u> ools <u>H</u> elp	,	<u> </u>		- 0
× Reserve Bank of India	- Frequently a X Search File Return	× RBI FDI	🗙 🛛 🧕 🖸 Pahadekar, Monika - Outlook 🖤 🗙	: +
→ C ⁱ û 10.28.2.18	0:7785/smf/faces/pages/FileReturn/sear	chReturn.xhtml?menuRedirect=Y	80% … 🛡 🏠	<u>↓</u> III\ 🗉
st Visited 👋 Getting Started 💮 firms 💮 UAT SMF	🕀 UAT SMFBU 🛛 Reserve Bank of India			
भारतीय रिज़र्व बैंक Reserve Bank of India India's Central Bank				Home Change Password Welcome
Search Returns			C Reset Save and	Submit 🛛 🛱 Save As Draft 🛛 🗲 Back
Corporate Identification Number (CIN/LLP)*	PAN Number*	Company Name *	Application Date *	
ABCDEFGHJKLMNOPQRT11	QWERT7890Y	ABC &DEF PVT LTD	31/08/2018	
Entry Route * Applicable Sectoral cap/ Statutory ceiling *		Route (Attach Copy Of Government Approval) 51% 74% 100%	Others	
Whether the foreign investment is received for a specific project/manufacting unit or manufacturing plant? *	🔿 Yes 🔿 No			
LLP-I Form				
Common Details Share Holding Pattern				
General details				
General details Name *	Address *	Country *		

Field Name	Description
CIN	Pre-filled, non-editable as per the BU
	registration details
Company name	Pre-filled, non-editable as per the BU
	registration details
PAN number	Pre-filled, non-editable as per the BU registration details
Application date	Pre-filled, non-editable , system date
Entry Route*	Select Automatic or Government as
	applicable for the investment being reported. In case the Government route is selected attach the requisite Government approvals.
	Clarification: where the company belongs to a sector with mixed entry routes, for example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% under Government route. If the investment being reported is under 74%. The entry route selected shall be automatic and in case the investment being reported would result into foreign investment beyond 74%, the entry route selected shall be government with relevant government approvals attached.
Applicable Sectoral cap/ Statutory ceiling*	Applicable sectoral cap as per FEMA 20(R).
	Clarification: where the company belongs to a sector with mixed entry routes, for example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% under Government route, the applicable sectoral cap would be 100%.
Whether the foreign investment received is for a specific project/ manufacturing unit/ plant?	Select Yes or No as applicable. If yes is selected , fill up the details as below:
	PIN Code Enter the PIN code and click on arrow

State	Pre-filled as per PIN code
City/District	Enter the city/district
Brownfield/Greenfield	Enter brownfield or greenfield as applicable for the investment.

Step 4 : Fill up the details in form LLP-I as below :

भारतीय रिज़र्व बैंक Reserve Bank of India India's Central Bank		Home Change Pas Welco
		Welco
micarci die integanerie a prominerajoreeniera		
Brownfield		
LLP-I Form		
Common Details Share Holding Pattern		
General details		
Name*	Address *	Country *
NAME	ADDRESS	Select 👻
Constitution/Nature *		
Person Resident outside India other than NRI/OCI	✓]	Select
		BHARAT
Remittance Details		SINGAPORE
Remittance Details		INDIA
Name of the AD Bank through whom the remittance is	Address *	MALESIYA
received *		THAILAND
C	٩	SRILANKA
		TOKYO
PIN Code	State*	USA

🗅 Search File Return 🛛 🗙 📃		🔺 – 🗸 🗙
← → C ③ 10.28.2.181:7003/smf/faces/pages/FileRetur	n/searchReturn.xhtml?menuRedirect=Y	ର 🖈 🗄 :
🚳 भारतीय रिज़र्य बैंक Reserve Bank of India India Ledia Central Bank		Home i Change Paseword i Logout Welcome ahwetak
Mode of payment *		n shareholding pattern *
№ 0 * VES Remissance Date 2008/2018 Paid Up Capital 108 Remarka	Amount remitted (in Rupees) * 100 Total Value of capital contribution for all investors * 1x08 x00	Value of capital contribution * 100 Fair Value * 10
FIRC/Debt statement/V/C*	Valuation Certificate * Conce LLP1_KYC_shwetak_After_1535542111785 pdf it is form and certify that the information provided is true, cc gre Management Act, 1999. I hereby attach requisite Declaration at	mplete and corrrect. In case of any discrepancy in the above information, I may be held liable for the same. These declarations and of other relevant attachment(s) for this reporting.
6 2018		5 Ayafanlar Hajahai (Manday ta Falay 1935 awa ta 60) pen) (Enaili hajafanaghal ong ja
	🛃 💵 🔩 🖳 💶	∽ 🦗 🎼 ♦) ENG 17:00 N 29-08-2018

Step 4.1: Tab 1: Common details

Field Name	Description
General Details	Enter the details of the person resident outside india making the capital contribution in the LLP as
	Name, address, country and constitution nature
Remittance details	Select the name of the AD bank through which the
	remittance has been received. Enter the address
	and select the PIN code through the search option.
	State and City are auto-populated. In case the
	state or city auto-populated is not correct, edit the
	same accordingly.
Mode of Payment	Select the mode of payment ,as applicable, from
	the radio button as
	Remittance through banking channel
	Date of remittance
	Amount remitted in rs
	Attachments : FIRC and KYC
	NRE/FCNR
	Date of Debit
	Amount in rs
	Attachments: Debit statement
	Others:
	Others (please specify)
	Date of Remittance
	Amount in Rs
	Attachment: As applicable
Value of Capital contribution	Value of capital contribution by the person resident outside India in the LLP.
Total Capital contribution in the LLP	Value of capital contribution in the LLP from all
	investors including resident and non-resident
Total Value of Capital contribution in	In case where the capital contribution is being
Rs for all investors	received at the same date from multiple foreign
	investors and the applicant wishes to file for all
	investors in one form LLP-I, enter the total value of
	capital contribution for all such foreign investors.

Fair value	For entering the details for other foreign investors, file another form LLP-I as the LLP-I has the provision of entering only one investor details. Enter the fair value and attach the valuation certificate
Remarks	Enter remarks if any.
Declaration and other attachments	Declaration text -I hereby declare that I have verified the information provided in this form and certify that the information provided is true, complete and correct. In case of any discrepancy in the above information, I may be held liable for the same. These declarations and submissions are made in compliance to the Foreign Exchange Management Act, 1999. I hereby attach requisite <u>Declaration</u> and other relevant attachment(s) for this reporting. Select the check box and attach other documents, if any.

Step 4.2-Tab 2-Shareholding Pattern

FDI	× Reserve Bank of Indi	a - Frequently a X Search File Return	× RBI FDI		× 🧕	Pahadekar, Monika - Outloo	ok⊻× +		
)→ ୯ ଜ	(i) 10.28.2.1	80:7785/smf/faces/pages/FileReturn/searchRet	urn.xhtml?menu	Redirect=Y		80% 💟	☆	<u>↓</u> III\	
Most Visited 👲 Gettin	ig Started 🔘 firms 🔘 UAT SM	F 🖨 UAT SMFBU 🌐 Reserve Bank of India							
भारतीय Reserve	रिज़र्घ बैंक Bank of India India's Central Bank							Home Change Passw Welco	vord Lo ome nlat
Entry Route *		Automatic Route Government Route	(Attach Copy Of Go	vernment Approval)					
Applicable Sector	ral cap/ Statutory ceiling *	20% 26% 49% 0	51% 0 74	\$% 100%	O Others				
project/manufact	ign investment is received for a specific ting unit or manufacturing plant? *	e Yes No							
project/manufact		: O Yes O No							
project/manufact	ting unit or manufacturing plant?*	: O Yes O No	Pre- Transaction	Post- Transaction					
project/manufact	ting unit or manufacturing plant?*	than Foreign Portfolio Investment and indirect foreign							
project/manufact LLP-I Form Common Details S Particulars Value of equit investment or	ting unit or manufacturing plant?*	than Foreign Portfolio Investment and indirect foreign	Transaction						
project/manufact LLP-I Form Common Details S Particulars Value of equit investment or Foreign Portfo	ting unit or manufacturing plant?* Share Holding Pattern Y shares (on fully diluted basis) other Value of Capital contribution/profit sh	than Foreign Portfolio Investment and indirect foreign ares	Transaction 14000						
project/manufact LLP-I Form Common Details S Particulars Value of equit investment or Foreign Portfo	ting unit or manufacturing plant?* have Holding Pattern y shares (on fully diluted basis) other Value of Capital contribution/profit sh alio Investment	than Foreign Portfolio Investment and indirect foreign ares	Transaction 14000 0						

Field name	Description		
Shareholding pattern	Particulars	Pre- Transaction	Post- Transaction
	Value of equity shares (on fully diluted basis) other than Foreign Portfolio Investment and indirect foreign investment or Value of Capital contribution/profit sharesForeign Portfolio 		
	Pre transaction values are Entity Master (tab 3) Post transaction values are the details provided in the f transaction value of sha reported in the form. The Business user shall e correctly filled in the form pattern which is auto- calcula	auto-calculate orm. Post tra ares + Valu ensure that th , so that the	ed based upon insaction=Pre le of shares ne details are shareholding

Step 4.3: After filling in all details, click on Save and Submit for submitting the form.

"Save as draft" feature: The Business User can also save the draft and submit later, by filling in all mandatory details in the "Common details" page.

"Reset" feature : This will reset the complete form.

"Back" button: To go back to the Dashboard

Format for Declaration

DECLARATION TO BE FILED BY THE AUTHORISED REPRESENTATIVE OF THE LLP:

We hereby declare that:

1. We comply with the procedure for receipt of capital contribution as laid down under Foreign Exchange Management (Transfer or issue of security by person resident outside India) Regulations, 2017 notified vide <u>Notification No. FEMA 20(R)/2017-RB</u> dated November 07, 2017, as amended from time to time.

2. The investment is within the sectoral cap / statutory ceiling permissible under the regulations, ibid and in compliance with the attendant conditions.

3. The foreign investment received and reported now will be utilized in compliance with the provision of a Prevention of Money Laundering Act 2002 (PMLA) and Unlawful Activities(Prevention) Act, 1967 (UAPA). We confirm that the investment complies with the provisions of all applicable Rules and Regulations

4. We enclose the following documents in compliance with these regulations:

(i) A certificate from our Authorised Representative as in the specified format.

(ii) A certificate from the Chartered Accountant/Cost Accountant/ approved valuer from the panel maintained by the Central Government, indicating the manner of arriving at the fair price of the capital contribution/profit shares issued to the persons resident outside India. *(if applicable)*

(iii) All other necessary documents as applicable to the issue.

(Signature of the Applicant)*	:
(Name in Block Letters)	
(Designation of the signatory):
Place:	

Date:

(* To be signed by Managing Director/Director/Designated Partner/Authorised signatory)

DESIGNATED PARTNER/AUTHORISED SIGNATORY OF THE LLP RECEIVING FOREIGN INVESTMENT:

In respect of the details as mentioned as mentioned above, we certify the following:

- (i) all the requirements Limited Liability Act, 2008 have been complied with;
- (ii) terms and conditions of the Government approval, if any, have been complied with;
- (iii) the LLP is eligible to receive capital instruments under Foreign Exchange Management (Transfer or issue of security by a person resident outside India) Regulations, 2017 notified vide <u>Notification No. FEMA 20(R)/2017-RB</u> <u>dated November 07, 2017</u>, as amended from time to time.
- (iv) The company/LLP has all certificates issued by authorized dealers in India evidencing receipt of amount of consideration in accordance with Foreign Exchange Management (Transfer or issue of security by a person resident outside India) Regulations, 2017 notified vide <u>Notification No. FEMA 20(R)/2017-RB dated November 07, 2017</u>, as amended from time to time
- (v) The Investment Agreement/ Shareholder Agreement between the investor and the investee LLP is in compliance with the provisions of Foreign Exchange Management (Transfer or issue of security by a person resident outside India) Regulations, 2017 notified vide <u>Notification No. FEMA 20(R)/2017-RB</u> <u>dated November 07, 2017</u>, as amended from time to time

(Name and Signature of the Designated Partner / Authorized representative of the LLP)

(Seal)

LLP-II

Step 1: Login into SMF and reach your workspace.

<u>File Edit View History Bookmarks Tools H</u> elp		– ø ×
RBI FDI × Reserve Bank of India - Frequently	× Dashboard × +	
(←) → C ⁴	'faces/pages/dashboard.xhtml	®0% ···· ♥ ☆
🌣 Most Visited 🧕 Getting Started 🜐 firms 🌐 UAT SMF 🌐 UAT SM	FBU 🜐 Reserve Bank of India	
भारतीय रिज़र्य बैंक Reserve Bank of India India's Central Bank		Home Change Password Lopout Welcome nilata
Dashboard		
Approved Forms	Rejected Forms	
FCOPR FORM Form Con Form DBR Form RM Form	I FCTRS 0 IForm 0 Horn 0 Efform 0 0 Efform 0 0 If form 0	FOOPR 0 FCINs 0 Fam 0 Fam 0 Da Fam 0 Fam 0 DA Fam 0 Fam 0 DM 0 Fam 0 MM 0 0 Fam 0
Pending Approval Forms		
r Gam UP Form Co Form	12 FCTR6 3 Form 3 0 LF2 0 0 ESSP 0	
	HTC Global Services Pvt. Ltd. www.htcinc.com. Version 1.0 FIRMS Application Helpdesk (Monday to Friday 10:30 am to 6	
Search the web and Windows] 📙 data 🛛 🧃 🩋 📴 FID launc 🕎 User Ma 👿 cut	- Word 🥹 Dashboa 🔁 testing12 ^ d× 🖫 📾 투 🛯 US 8/31/2018

Click on the left navigation button and select Single Master Form.

<u>File Edit View History B</u> ookmarks	<u>I</u> ools <u>H</u> elp				– ø ×
RBI FDI ×	Reserve Bank of India - Frequently	× Dashboard	× +		
← → C ^d ⓓ ✿ Most Visited ● Getting Started €		/faces/pages/dashboard.xhtml		80% 🛛 🏠	⊻ III\ 🗊 ≡
भारतीय रिज़र्व Reserve Bank of India's Cer	India				Home Change Password Logout Welcome niata
× MENU					^
▶ FILE RETURN SINGLE MASTER FORM	FCOPR FORM LLP Form Co. Renn Form Form	FCTRS 0 Fem 0 UP2 0 0 ESOP 0 0 D form 0 0 D form 0	Rejected Forms	FOIPS 0 FCTS 0 FOM 0 FUT 0 LLF 0 FUT 0 Ch Fum 0 ESP 0 OR 0 B Fum 0 Fom 0 B Fum 0 Fom 0 B Fum 0	
Search the web and Wind			Yesin 1.01) FBKS Ayakatan Nederk Direkty to Fishy		enge eng 557PM

Step 2 : Click on drop down menu "Return Type". Select "Form LLP-II" and click on Add new return. The user will be taken to form LLP-II.

<u>F</u> ile <u>E</u> dit <u>V</u> iew History <u>B</u> ookmarks <u>T</u> ools <u>H</u> elp			- a ×
RBI FDI × Reserve Bank of India - Freque	ently : $ imes$ Search File Return $ imes$ +		
 ← → C^a	5/smf/faces/pages/FileReturn/searchReturn.xhtml?me AT SMFBU 🔀 Reserve Bank of India	enuRedirect=Y (80%)	··· ♥ ☆ ⊻ II\ ① ≡
सारतीय रिज़र्व बैंक Reserve Bank of India India's Central Bank			Home Change Password Logou Welcome niata
Search Returns			
Return Type ' F	From Date	To Date	+ Add New Return Return Refrence Number
Select Form FC-GPR			,
Form FC-TRS Form LLP-1 Form LLP-1I			
Form ESOP Form CN Form DBR			
Form DI Form INVi			
© 2018 Power		lication Helpdesk (Monday to Friday 10:30 am to 6:00 pm) Email- helpfirms@rbi.org nc w] User Ma w] cut - Word 🛃 Search Fi.	uin

The complete form is arranged into two parts, Common Investment details and "Form LLP-II" which is further arranged into 4 tabs.

(Common Investment details: These details are common to all returns that can be reported in SMF.)

Step 3: Fill up the common investment details as below:

File Edit View History Book	marks <u>T</u> ools <u>H</u> elp				
RBI FDI	× Reserve Bank of India -	Frequently : × Search File Return	× RBI FDI	🗙 🛛 💽 Pahadekar, Monika - Outlook V 🗙 🗌	+
(←) → ℃ @	(i) 10.28.2.180	:7785/smf/faces/pages/FileReturn/sear	chReturn.xhtml?menuRedirect=Y	80% 🛡 🏠	<u>↓</u> II\ 🗊 =
🔅 Most Visited 🛭 🍯 Getting Sta	arted 💮 firms 💮 UAT SMF	🕀 UAT SMFBU 🛛 Reserve Bank of India			
🧐 भारतीय रि Reserve Ba	रेज़र्च बैंक nk of India ndia's Central Bank				Home Change Password Logout Welcome nlata
Search Returns	i			🗯 Reset 🛛 🛱 Save and Submi	t 🔀 Save As Draft 🗲 Back
Corporate Identification M	Number (CIN/LLP) *	PAN Number *	Company Name *	Application Date •	
ABCDEFGHIJKLMNOPQRT11		QWERT7890Y	ABC &DEF PVT LTD	31/08/2018	
Details of received FDI-	-Entry Route and Applicable Sector	al Cap:			
Entry Route *		O Automatic Route O Government	Route (Attach Copy Of Government Approval)		
Applicable Sectoral ca	ap/ Statutory ceiling *	O 20% O 26% O 49%	51% 74% 100%	 Others 	
	westment is received for a specific init or manufacturing plant? *	🔿 Yes 🔿 No			
LLP-II Form					
Transfer Details Buyer S	Seller Details Particulars of Transfer	Share Holding Pattern			
Transfer Details					
Date of Transfer		3			
		118 Powered by : HTC Global Services Pvt. Ltd. www.htcinc.co	m. Version 1.0 FIRMS Application Helpdesk (Monday to Frida	v 10:30 am to 6:00 om) I Email- helofirms/2rbi.org.in	
Search the web and		() 📙 data 🛍	🧟 📴 FID Iaunc 🛛 🖉 User Ma		ヘ d× 1 💬 📾 릦 ENG 6:44 PM US 8/31/2018

registration details Company name Pre-filled, non-editable as per the BL registration details PAN number Pre-filled, non-editable, system date Application date Pre-filled, non-editable, system date Entry Route* Select Automatic or Government as applicable for the investment being reported. In case the Government route is selected attach the requisite Government arroutes is selected attach the requisite Government arroutes is selected attach the requisite Government route. Clarification: where the company belongs to a sector with mixed entry routes, fo example brownfield pharmaceuticals where up to 74% is under automatic and ir case the investment being reported is under 74%. The entry route selected shall be automatic and ir case the investment being reported would result into foreign investment beyond 74%, the entry route selected shall be government with relevant government approvals attached. Applicable Sectoral cap/ Statutory ceiling* Clarification: where the company belongs to a sector with mixed entry routes, fo example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% unde Government route, the applicable sectoral cap would be 100%. Whether the foreign investment received is for a specific project/ manufacturing unit/ plant? Select Yes or No as applicable. If yes is selected, fill up the details as below: [PIN Code Enter the PIN code and click	Field Name	Description
Company name Pre-filled, non-editable as per the BL registration details PAN number Pre-filled, non-editable as per the BL registration details Application date Pre-filled, non-editable, system date Entry Route* Select Automatic or Government as applicable for the investment being reported. In case the Government route is selected attach the requisite Government approvals. Clarification: where the company belongs to a sector with mixed entry routes, fo example brownfield pharmaceuticable where up to 74% is under automatic route and beyond up to 100% unde Government route . If the investment being reported is under 74%. The entry route selected shall be automatic and in case the investment being reported is under 74%, the entry route selected shall be government with relevant government approvals attached. Applicable Sectoral cap/ Statutory ceiling* Applicable sectoral cap as per FEM4 20(R). Clarification: where the company belongs to a sector with mixed entry routes, fo example brownfield pharmaceuticable where up to 74% is under automatic and in case the investment being reported would result into foreign investrement approvals att	CIN	Pre-filled, non-editable as per the BU
PAN number registration details PAN number Pre-filled, non-editable as per the BL registration details Application date Pre-filled, non-editable, system date Entry Route* Select Automatic or Government as applicable for the investment being reported. In case the Government route is selected attach the requisite Government an approvals. Clarification: where the company belongs to a sector with mixed entry routes, for example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% under Government route. If the investment being reported is under 74%. The entry route selected shall be automatic and in case the investment being reported sudder result into foreign investment being reported sudder result into foreign investment being overnment with relevant governmen approvals attached. Applicable Sectoral cap/ Statutory ceiling* Clarification: where the company belongs to a sector with mixed entry routes, for example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% under Government route, the applicable sectoral cap as per FEMA 20(R). Whether the foreign investment received is for a specific project/ manufacturing unit/ plant? Select Yes or No as applicable. If yes is selected , fill up the details as below: PIN Code Enter the PIN code and click		registration details
PAN number Pre-filled, non-editable as per the BL registration details Application date Pre-filled, non-editable, system date Entry Route* Select Automatic or Government as applicable for the investment being reported. In case the Government route is selected attach the requisite Governmen approvals. Clarification: where the company belongs to a sector with mixed entry routes, for example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% unde Government route. If the investment being reported is under 74%. The entry route selected shall be automatic and ir case the investment being reported would result into foreign investment beyond 74%, the entry route selected shall be government with relevant government approvals attached. Applicable Sectoral cap/ Statutory ceiling* Clarification: where the company belongs to a sector with mixed entry routes, for example brownfield pharmaceuticals where up to 74% is under automatic route approvals attached. Mpplicable Sectoral cap/ Statutory ceiling* Clarification: where the company belongs to a sector with mixed entry routes, for example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% unde Government route, the applicable sectoral cap would be 100%. Whether the foreign investment received is for a specific project/ manufacturing unit/ plant? Select Yes or No as applicable. If yes is selected , fill up the details as below: PIN Code Enter the PIN code and click	Company name	Pre-filled, non-editable as per the BU
registration details Application date Pre-filled, non-editable, system date Entry Route* Select Automatic or Government as applicable for the investment being reported. In case the Government route is selected attach the requisite Government approvals. Clarification: where the company belongs to a sector with mixed entry routes, fo example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% unde Government route. If the investment being reported is under 74%. The entry route selected shall be automatic and in case the investment being reported sunder 74%, the entry route selected shall be automatic and in case the investment being reported submatic and in case the investment being reported submatic and in case the investment being reported shall be automatic and in case the investment being reported shall be automatic and in case the investment being reported shall be automatic and in case the investment being reported shall be automatic and in case the investment being reported shall be automatic and in case the investment being reported shall be automatic and in case the investment being reported shall be automatic and in case the investment being reported shall be automatic and approvals attached. Applicable Sectoral cap/ Statutory ceiling* Applicable sectoral cap as per FEMA 20(R). Clarification: where the company belongs to a sector with mixed entry routes, fo example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% unde Government route, the applicable sectoral cap would be 100%. Whether the foreign investment route, for example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% unde Government route, the		
Application date Pre-filled, non-editable , system date Entry Route* Select Automatic or Government as applicable for the investment being reported. In case the Government route is selected attach the requisite Governmen approvals. Clarification: where the company belongs to a sector with mixed entry routes, for example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% unde Government route . If the investment being reported is under 74%. The entry route selected shall be automatic and ir case the investment being reported would result into foreign investment beyond 74%, the entry route selected shall be government with relevant government approvals attached. Applicable Sectoral cap/ Statutory ceiling* Clarification: where the company belongs to a sector with mixed entry routes, for example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% unde government with relevant government approvals attached. Applicable Sectoral cap/ Statutory ceiling* Clarification: where the company belongs to a sector with mixed entry routes, for example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% unde Government route, the applicable sectoral cap would be 100%. Whether the foreign investment received is for a specific project/ manufacturing unit/ plant? Select Yes or No as applicable. If yes is selected , fill up the details as below: PIN Code Enter the PIN code and click	PAN number	•
Entry Route* Select Automatic or Government as applicable for the investment being reported. In case the Government route is selected attach the requisite Governmen approvals. Clarification: where the company belongs to a sector with mixed entry routes, fo example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% unde Government route. If the investment being reported is under 74%. The entry route selected shall be automatic and ir case the investment being reported would result into foreign investment beyond 74%, the entry route selected shall be government with relevant government approvals attached. Applicable Sectoral cap/ Statutory ceiling* Applicable sectoral cap Statutory 20(R). Clarification: where the company belongs to a sector with mixed entry routes, fo example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% unde Government with relevant government approvals attached. Applicable Sectoral cap Statutory ceiling* Applicable sectoral cap as per FEMA 20(R). Clarification: where the company belongs to a sector with mixed entry routes, fo example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% unde Government route, the applicable sectoral cap would be 100%. Whether the foreign investment Select Yes or No as applicable. If yes is selected , fill up the details as below: PIN Code PIN Code Enter the PIN code and click	Application data	
applicable for the investment being reported. In case the Government route is selected attach the requisite Government approvals. Clarification: where the company belongs to a sector with mixed entry routes, fo example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% unde Government route . If the investment being reported is under 74%. The entry route selected shall be automatic and ir case the investment being reported would result into foreign investment beyond 74%, the entry route selected shall be government with relevant government approvals attached. Applicable Sectoral cap/ Statutory ceiling* Clarification: where the company belongs to a sector with mixed entry routes, for example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% unde Government with relevant government approvals attached. Applicable Sectoral cap/ Statutory ceiling* Clarification: where the company belongs to a sector with mixed entry routes, for example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% unde Government route, the applicable sectoral cap would be 100%. Whether the foreign investment received is for a specific project/ manufacturing unit/ plant? Select Yes or No as applicable. If yes is selected , fill up the details as below: PIN Code Enter the PIN code and click Enter the PIN code and click		
to a sector with mixed entry routes, fo example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% unde Government route . If the investment being reported is under 74%. The entry route selected shall be automatic and in case the investment being reported would result into foreign investment beyond 74%, the entry route selected shall be government with relevant governmen approvals attached.Applicable Sectoral cap/ Statutory ceiling*Applicable sectoral cap as per FEMA 20(R).Clarification: where the company belongs to a sector with mixed entry routes, fo example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% unde Government route, the applicable sectoral cap would be 100%.Whether the foreign investment received is for a specific project/ manufacturing unit/ plant?Select Yes or No as applicable. If yes is selected , fill up the details as below:PIN CodeEnter the PIN code and click	Entry Route"	applicable for the investment being reported. In case the Government route is selected attach the requisite Government
ceiling* 20(R). Clarification: where the company belongs to a sector with mixed entry routes, for example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% unde Government route, the applicable sectoral cap would be 100%. Whether the foreign investment received is for a specific project/ manufacturing unit/ plant? Select Yes or No as applicable. If yes is selected , fill up the details as below: PIN Code Enter the PIN code and click		where up to 74% is under automatic route and beyond up to 100% under Government route . If the investment being reported is under 74%. The entry route selected shall be automatic and in case the investment being reported would result into foreign investment beyond 74%, the entry route selected shall be government with relevant government
to a sector with mixed entry routes, fo examplebrownfieldpharmaceuticals where up to 74% is under automatic route and beyond up to 100%Whether the foreign investment received is for a specific project/ manufacturing unit/ plant?Select Yes or No as applicable. If yes is selected , fill up the details as below:PIN CodeEnter the PIN code and click		Applicable sectoral cap as per FEMA
received is for a specific project/ If yes is selected , fill up the details as below: PIN Code Enter the PIN code and click		where up to 74% is under automatic route and beyond up to 100% under Government route, the applicable sectoral
PIN Code Enter the PIN code and click	received is for a specific project/	If yes is selected, fill up the details as
		PIN Code Enter the PIN

State	Pre-filled as per PIN code	
City/District	Enter the city/district	
Brownfield/Greenfield	Enter brownfield or greenfield as applicable for the investment.	

Step 4 : Fill up the details in form LLP-II as below :

Step 4.1: Tab 1- Transfer details

<u>File Edit View History Bookmarks Tools Help</u>		
Pahadekar, Monika - Outlook Web 🗙 Search File Return	× +	
← → C [*] ⁽¹⁾ 10.28.2.180:7785	/smf/faces/pages/FileReturn/searchReturn.xhtml?menuRedirect=Y	‰ … ♥ ☆ ⊻ II\ 🗉 ≡
🌣 Most Visited 🐞 Getting Started 💮 firms 💮 UAT SMF 💮 UA	T SMFBU 🌐 Reserve Bank of India	
भारतीय रिज़र्य बैंक Reserve Bank of India India's Central Bank		Home Change Password Logout Welcome niata
Transfer Details Buyer Seller Details Particulars of Transfer	Share Holding Pattern	^
• Transfer Details		
Date of Transfer		
Transfer Type*		
Transfer of capital contribution/profit shares from resident in India [including NRI/ OCI or eligible inv	a person resident outside India to a person stor under Schedule 4 of FEMA 20(R)] OCI or eligible investor under Schedule 4 of FEMA 20(
Amount of outflow (Rs) *		
Relevant acknowledgement letter*		
Incharacter Choose		
© 2018 Powered by :	TC Global Services Pvt. Ltd. www.htcinc.com. Version 1.0 FIRMS Application Helpdesk (Monday to Friday 10:30 am to 6:00 pm) Email-	elpfirms@rbi.org.in
Search the web and Windows	🗇 🥽 🏛 🧟 🍪 Search File Return 🍯 Pahadekar, Monika 💵 User M	anual-upd ^ 다× 및 🗩 루 US 8/31/2018

Field Name	Description
Date of Transfer	Select the date of transfer. In case the date
	of transfer is a future date , please leave
	this date as blank
Transfer Type	Select from the following (radio buttons) as applicable :
	Transfer of capital contribution/profit shares
	from a person resident outside India to a
	person resident in India [including NRI/ OCI

or eligible investor under Schedule 4 of FEMA 20(R)]. Upon selection of this option enter the amount of outflow in Rs and attach the relevant acknowledgement letters, if any.	
Transfer of capital contribution/profit shares instruments from a person resident in India [including NRI/ OCI or eligible investor under Schedule 4 of FEMA 20(R)] to a person resident outside India	
Upon selection of this option enter the amount of inflow in Rs and attach the relevant acknowledgement letters, if any.	
(In case, there is no necessary attachments, attach a declaration specifying the same)	

Step 4.2: Tab 2- Buyer Seller details

	n File Return				
		× +			
			Return.xhtml?menuRedirect=Y	90% … 🛡 🏠	⊻ III\ 🗊
🔅 Most Visited 🔞 Getting Started 🜐 firms	GUAT SMF GUAT SM	FBU 💮 Reserve Bank of India			
भारतीय रिज़र्व Reserve Bank of II India's Centr	बैंक ndia rat Bank				Home Change Password L Welcome nl
Transfer Details Buyer Seller Details	Particulars of Transfer Sha	are Holding Pattern			
• Buyer Details					
Name of the buyer *	Addre	155 *	Country of residence		
			Select	*	
Constitution / Nature*					
Select	×				
Seller Details					
Name of the Seller*	Addre	155 [*]	Country of residence		
			Select	×	
Constitution / Nature*					
Select	~				

Field name	Description	
Buyer details	Enter the name and address of the buye Select the country of residence ar constitution/nature from the drop dow menu	
Seller details	Enter the name and address of the seller. Select the country of residence and constitution/nature from the drop down menu	

Step 4.3: Tab 3- Particulars of Transfer

dekar, Monika - Outlook Web 🗙 Search File Retu	m × +			
) → C' û 10.28	3.2.180:7785/smf/faces/pages/FileReturn/searchRe	eturn.xhtml?menuRedirect=Y	50% … 🛡 🏠	<u>↓</u> III\ 🗉
Most Visited 🔞 Getting Started 🖨 firms 🖨 UA	T SMF 🜐 UAT SMFBU 🌐 Reserve Bank of India			
भारतीय रिजर्म बैंक Reserve Bank of India				Home Change Passworr Welcom
Whether the foreign investment is received for a specific project/manufacting unit or manu plant**	acturing O Yes O No			
Trensfer Details Buyer Seler Details Perticulars of Transfer Share Holding Pattern				
Transfer Details				
Whether the change in the shareholding pattern due to this transaction being reported has a \bigcirc N0 \bigcirc YES	ready been accounted in the pre transaction shareholding pattern:*			
Value of Capital contribution in Rs v	Fair price in Ra+	Valuation certificate *		
Remittance Details				
Name of the AD Bank*	Address +			
Note of payment.*				
Remittance Date	Amount remitted (in Rs)*	FRC+	KYC+	
NRE Remittance Date	NEE Amount remitted (in Ra) +	Choose Debit Statement +	Choose	
		Choose		
Other Mode of Payment*	Other Remittance Date	Other Amount remitted (in Rs)+	Other Payment *	
Ihereby declare that I have verified the information provided in this form and cer this reporting.	city that the information provided is true, complete and correct. In case of any discrepancy in the abo		er made in compliance to the Foreign Escharge Management Act, 1999. I hereby attach requirit	te Declaration and other relevant attachment(s) for

Field name	Description		
Whether the change in the shareholding	Select Yes or No accordingly.		
pattern due to this transaction being	For explanation refer to the head under		
reported has already been accounted in	"Shareholding pattern"		
the pre transaction shareholding pattern:*			
Value of capital contribution in Rs	Enter the value of capital contribution		
	being transferred		
Fair price in Rs	Enter the fair value of the capital		
	contribution and attach the valuation		
	certificate		
Remittance Details	Select the name of the AD bank facilitating		
	remittance for this transfer and enter the		

Only of the second second second		
Select the applicable mode of payment from the following options (check box)		
Remittance through banking channel		
Remittance date		
Amount remitted in rs		
Attachments : FIRC and KYC		
NRE/FCNR		
NRE remittance date		
NRE Amount remitted in rs		
Attachments: Debit statement		
Others:		
Others (please specify)		
Other Mode of Payment Description		
Other Remittance date		
Other Amount Remitted in Rs		
Attachments :Other Payment (necessary		
documents as applicable)		
In case the total payment has been received through multiple modes of payment, select multiple check boxes accordingly.		
 Declaration text- I hereby declare that I have verified the information provided in this form and certify that the information provided is true, complete and correct. In case of any discrepancy in the above information, I may be held liable for the same. These declarations and submissions are made in compliance to the Foreign Exchange Management Act, 1999. I hereby attach requisite <u>Declaration</u> and other relevant attachment(s) for this reporting. Check the declaration box and attach requisite declaration and other attachments, if any 		

	× RBI FDI		🗙 🛛 📴 Pahadekar, Monika - Outlook V 🗙 🕇 🕂	
 10.28.2.180:7785/smf/faces/pages/FileReturn/searchReturn/	urn.xhtml?menu	Redirect=Y	80% … 🛡 🏠	<u>↓</u> III\ 🗊
🍯 Getting Started 🌐 firms 🌐 UAT SMF 🌐 UAT SMFBU 🌐 Reserve Bank of India				
रनीय रिजर्ट र्वेक			4	lome Change Password
serve Bank of India				Welcome
India's Central Bank				
Route* Automatic Route Government Route	(Attach Copy Of Go	vernment Approval)	
	(,	
aue sectoral cap/ statutory centring* 20% 26% 49%	51% (74	% 🔿 100%	Others	
er the foreign investment is received for a specific Ves No				
/manufacting unit or manufacturing plant? *				
orm				
etails Buyer Seller Details Particulars of Transfer Share Holding Pattern				
ticulars	Pre- Transaction	Post-		
ie of equity shares (on fully diluted basis) other than Foreign Portfolio Investment and indirect foreign		Hansaction		
estment or Value of Capital contribution/profit shares	14000			
eign Portfolio Investment	0			
rect foreign investment- Value of equity shares (on fully diluted basis)	0			
	14000.00			
rect foreign investment- Value of equity shares (on fully diluted basis)				
	Indian Central Isans outle * Automatic Route Government Route ble Sectoral cap/ Statutory ceiling * 20%26%49%	Version Central Bank pollars Automatic Route Government Route (Attach Copy Of Go ble Sectoral cap/ Statutory celling * 20% 26% 49% 51% 74 ble Sectoral cap/ Statutory celling * 20% 26% 49% 51% 74 the foreign investment is received for a specific manufacting unit or manufacturing plant? * Yes No 74 orm table Buyer Seller Details Particulars of Transfer Share Holding Pattern ticulars Pre- Transaction oron	Version Central bank polle* Automatic Route Government Route (Attach Copy Of Government Approval be Sectoral cap/ Statutory celling • 20% 26% 49% 51% 74% 100% ble Sectoral cap/ Statutory celling • 20% 26% 49% 51% 74% 100% the foreign investment is received for a specific manufacting unit or manufacturing plant? * Yes No orm table Buyer Seller Details Particulars of Transfer Share Holding Pattern Ciculars Pre- Transaction Post- Transaction or on particulars of regin Portfolio Investment and indirect foreign 1000	

Field name	Description		
Shareholding pattern	Particulars	Pre- Transaction	Post- Transaction
	Value of equity shares (on fully diluted basis) other than Foreign Portfolio Investment and indirect foreign investment or Value of Capital		
	contribution/profit sharesForeignPortfolioInvestment		
	Indirect foreign investment- Value of equity shares (on fully diluted basis)		
	Total Percentage		
	Pre transaction values are Entity Master (tab 3)	e auto-popula	ited from the

Post transaction values are auto-calculated based upon the details provided in the form. Post transaction=Pre transaction value of shares + Value of shares reported in the form.
The Business user shall ensure that the details are correctly filled in the form, so that the shareholding pattern which is auto- calculated is correct.

Step 4.5: After filling in all details, click on Save and Submit for submitting the form.

"Save as draft" feature: The Business User can also save the draft and submit later, by filling in all mandatory details in the "Common details" page.

"Reset" feature : This will reset the complete form.

"Back" button: To go back to the Dashboard.

Format for Declaration by the Non-resident transferor / transferee

I/We hereby declare that

- i. The particulars given above are true and correct to the best of my/our knowledge and belief.
- ii. I/ We, was/were holding the capital contribution /profit shares in an LLP as per Foreign Exchange Management (Transfer or issue of security by a person resident outside India) Regulations, 2000 notified vide <u>Notification No.</u> <u>FEMA 20/2000-RB dated 3rd May 2000</u>, as amended from time to time.
- iii. I/ We, am/are eligible to acquire the capital contribution/profit shares in an LLP in terms of regulations, ibid.
- iv. The investment is within the sectoral cap / statutory ceiling permissible under the regulations, ibid and in compliance with the attendant conditions.

Signature of the Declarant or his duly authorised agent

Date:

FORM CN

Step 1: Login into SMF and reach your workspace.



Click on the left navigation button and select Single Master Form.

<u>File Edit View History Bookmarks Tools Help</u>		- a ×
RBI FDI X Reserve Bank	of India - Frequently a X Dashboard	× +
	28.2.180:7785/smf/faces/pages/dashboard.xhtml	(80%) ···· 💟 🏠 💆 🔟 🖽 🗉
भारतीय रिज़र्व बैंक Reserve Bank of India India's Central Bank		Home i Change-Password i Logout Webome niata
× MENU		^
FILE RETURN SINGLE MASTER FORM	FCSPP1 FCTR5 FORM 1 LP1 0 Ge Form 0 DBR 0 DBR 0 DForm 0 DBR 0 DM1 0 Form 0 POM 2 FOM 0	Fejected Forms FG0M FTR6 LLP 0 LP 0 Gn Ferm 0 DBR 0 DFm 0 MN 0
	LLP1 0 Form 0 Form 0 ESOP 0	
Search the web and Windows		sion 19 (1996: Systematical Mediada Mandara Briddan (1922 ans to 600 pm) (Bruck Haddimutiph cognis 1923 FD Isunc 📲 User Ma 📲 cut - Word 🤌 Dashboa 🏠 testing 12 ^ Cyt 🐑 <table-cell> ENG 5:57 PM US 8/31/2018</table-cell>

Step 2 : Click on drop down menu "Return Type". Select "Form FC-GPR" and click on Add new return. The user will be taken to form FC-GPR.

<u>File Edit View History B</u> ookma	ırks <u>T</u> ools <u>H</u> elp					- o ×
RBI FDI	× Reserve Bank of India - Freq	uently a 🗙 Search File Return	× +			
← → ⊂ 奋			n/searchReturn.xhtml?menuRe	direct=Y	80% 🛡 🏠	<u>↓</u> III\ 🖸 🗏
🔅 Most Visited 🛛 🍯 Getting Starte	ed 🔘 firms 🔘 UAT SMF 🄘 I	UAT SMFBU 💮 Reserve Bank of	f India			
भारतीय रिज़ Reserve Bank India	नर्च बैंक k of India a's Central Bank					Home Change Password Logout Welcome nlata
Search Returns						
>						+ Add New Return
Return Type*		From Date	To Date		Return Refrence Number	
Select	~					
Select						
Form FC-GPR						
Form FC-TRS						
Form LLP-I						
Form LLP-II						
Form ESOP						
Form CN						
Form DRR						
Form DI						
Form InVi						
	e 2010 I D		chtcinc.com. Version 1.0 FIRMS Application He	halad (tradicity folder 10.00 and a 6.00 a	-) Facility to the second state of the second	
		and the second se	-			4 8 D 0 ENG 5:58 PM
Search the web and V		[]] 📙 data	🛍 🤌 📴 FID launc	will User Ma 🛛 🛛 🔤 cut - Wo	ord 赵 Search Fi 찬 testing12 🔿	A× 1 mm ↓ US 8/31/2018

The complete form is arranged into two parts, Common Investment details and "Form FC-GPR" which is further arranged into 5 tabs.

(Common Investment details: These details are common to all returns that can be reported in SMF.)

Step 3: Fill up the common investment details as below:

0 Pahadekar, Monika - Outlook V × Search File Return	× +			- @ >	×
← → C ^a	785/smf/faces/pages/FileReturn/searchReturn.xhtm	?menuRedirect=Y	80% … 🛡 🏠	± II\ ⊡	≡
🌣 Most Visited 🔞 Getting Started 🜐 firms 🖨 UAT SMF 🧲	UAT SMFBU (Reserve Bank of India				
भारतीय रिजर्व बैंक Reserve Bank of India India's Central Bank				Home Change Password Lo Welcome nlat	
Search Returns			🗯 Reset 🛛 🛱 Save and Submit	🛱 Save As Draft 🖌 🗲 Back	^
Corporate Identification Number (CIN/LLP) *	PAN Number*	Company Name *	Application Date *		
ABCDEFGHIJKLMNOPQRT11	QWERT7890Y	ABC &DEF PVT LTD	21/08/2018		
Details of received FDI-Entry Route and Applicable Sectoral	Cap:				
Entry Route *	O Automatic Route O Government Route				
Applicable Sectoral cap/ Statutory ceiling •	20% 25% 49% 51%	74% 100% Others			
Whether the FDI is received for a particular project? *	🔿 Yes 🔿 No				
FC-GPR Form					I
Issue Details Foreign Investors Details Amount of Issue Partie	sulars of Issue Share Holding Pattern				
Date Of Issue *	Nature Of Issue *	Initial FCGPR Reference Number (Incase of Subsequent			
Date of issue *	Select	Filing)			
© 2018	Powered by : HTC Global Services Pvt. Ltd. www.htcinc.com. Version 1.0 FIRM	S Application Helpdesk (Monday to Friday 10:30 am to tr:00 pm) Email- helpt	firms@rbi.org.in		
Search the web and Windows	🗇 📜 🏦 🤌 Search File	e Return We User Manual - FOR	· · · · · · · · · · · · · · · · · · ·	\	

Field Name	Description		
CIN	Pre-filled, non-editable as per the BU		
	registration details		
Company name	Pre-filled, non-editable as per the BU		
	registration details		
PAN number	Pre-filled, non-editable as per the BU		
	registration details		
Application date	Pre-filled, non-editable , system date		
Entry Route*	Select Automatic or Government as applicable for the investment being reported. In case the Government route is selected attach the requisite Government approvals.		
	Clarification: where the company belongs to a sector with mixed entry routes, for example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% under Government route. If the investment being reported is under 74%. The entry route selected shall be automatic and in case the investment being reported would result into foreign investment beyond 74%, the entry route selected shall be government with relevant government approvals attached.		
Applicable Sectoral cap/ Statutory ceiling*	Applicable sectoral cap as per FEMA 20(R). Clarification: where the company belongs to a sector with mixed entry routes, for example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% under Government route, the applicable sectoral cap would be 100%.		

Step 4: Select the Transaction type from the drop down menu as applicable:



Drop down options	Description
Issue of convertible notes	Select this option where the convertible
	notes are being issued to person(s)
	resident outside India as per FEMA 20 (R)
Repayment	Select this option where the amount
	received in lieu of issuance of convertible
	notes is being repaid to person (s) resident
	outside India as per FEMA 20 (R)
Conversion of Convertible notes	Select this option where the convertible
	notes as issued to person (s) resident
	outside India is being converted into equity
	shares
Transfer of convertible notes	Select this option where the convertible is
	being transferred from a person resident
	outside India to a person resident in India
	(including NRI on Non repatriation basis)
	or vice-versa

Step 5.1: For issue of Convertible Notes

<u>File Edit View Higtory Bookmarks Tools H</u> elp				- ø ×
Pahadekar, Monika - Outlook Web 🗙 Search File Return	× +			
(←) → C ²	785/smf/faces/pages/FileReturn/sea	archReturn.xhtml?menuRedirect=Y	90% … 🛡 🟠	<u>↓</u> III\ 🗊 🗏
🌣 Most Visited 🐞 Getting Started 🜐 firms 🌐 UAT SMF (UAT SMFBU 💮 Reserve Bank of India	a		
भारतीय रिज़र्य बैंक Reserve Bank of India indias central Bank				Home Change Password Logout Welcome nlata
				^
Transaction type *				
Issue of convertible notes				
Date of issue of convertible notes *	Total amount of inflow*	Number of foreign investors:*		
Issue of Convertible Notes				
				+ Add Investor
Details of the foreign investor				
Name of the foreign investor *	Address *	Country*	_	
	J	Select	*	
Constitution/Nature *	L]		
Select				
Remittance Details				
© 2018 Power	ed by : HTC Global Services Pvt. Ltd. www.htcinc.com	m. Version 1.0 FIRMS Application Helpdesk (Monday to Friday 10:30 am t	o 6:00 pm) Email- helpfirms@rbi.org.in	
Search the web and Windows	o 📮 🗎 🥭	😆 Search File Return 🤤 Pahadekar, Monika	W User Manual - upd	ヘ ↓× 🖅 🖬 📮 ENG 9:52 AM US 8/31/2018

Field Name	Description	
Date of issue of convertible notes	Select the date of issue of convertible notes	
Total amount of Inflow	Enter the total amount of inflow being reported in this form CN	
Number of foreign investors	Enter the number of foreign investors to whom convertible notes are being issued	
Details of foreign investor	Enter the details of the foreign investor as below:	
	Name of the foreign investor	Enter the name of the foreign investor
	Address	Enter the address of the foreign investor
	Country	Select the country of the foreign investor from the drop down menu
	Constitution/	Select the constitution /nature
	Nature	of the foreign investor from the drop down menu
	Remittance	Select the name of the AD

Details- Name of the AD bank and address	populated based upon selection. If the details are not correct, the same may be modified accordingly. The field is editable.
Mode of payment	Select the mode of payment from the following (check boxes) Remittance through banking channel NRE/FCNR/Escrow Others (please specify) Enter the Date of remittance, amount remitted in foreign currency and amount remitted in Rs Attachments : FIRC or debit statement as applicable and KYC. In case the payment is being made through multiple modes, select multiple check boxes , and enter the date of remittance as the earliest of the date of remittances. The amount of remittance is the total amount of remittance through all modes.

	Once the above details have been filled, click on ADD investor. Repeat the above process in case of multiple investors
Declaration text and other attachments	Declaration text I hereby declare that I have verified the information provided in this form and certify that the information provided is true, complete and correct. In case of any discrepancy in the above information, I may be held liable for the same. These declarations and submissions are made in compliance to the Foreign Exchange Management Act, 1999. I hereby attach requisite Declaration and other relevant attachment(s) for this reporting. Check the declaration text and attach other attachments, if any.

Step 5.1.1: After filling in all details, click on Save and Submit for submitting the form.

"Save as draft" feature: The Business User can also save the draft and submit later, by filling in all mandatory details in the "Common details" page.

"Reset" feature : This will reset the complete form.

"Back" button: To go back to the Dashboard.
The fair flew	History Bookmarks I	ools <u>H</u> elp						
RBI FDI	×	Reserve Bank of India - F	requently \sim X	Search File Return	× RBI FDI	🗙 🛛 🙋 Pahadeka	r, Monika - Outlook 🗸 🗙	+
€ → C	ଜ	(i) 10.28.2.180	7785/smf/faces/	pages/FileReturn/searchReturn.	xhtml?menuRedirect=	Y S	0% … 🛡 ☆	<u>+</u>
A Most Visited	ۏ Getting Started 🛛 🧔	firms 🔘 UAT SMF 🌘	🗊 UAT SMFBU 🌘	Reserve Bank of India				
😂 भारतीय Reserve l	रिज़ार्य सैंक Bank of India India Central Last							
CN Form								
Transaction type* Transaction type*								
Transfer Of Corry	vertible Notes							
Date of Transfer+								
Type of transfer*		*						
		son resident outside India to a person reside	nt in India (including NRI/ OCI or	eligible investor under Schedule 4 of FEMA 20(R)] Please provid	e the acknowledgement letter for the	Transfer of convertible notes from a person resident in India () outside India	ncluding investment by NFIJOCI or eligible investor	r under Schedule 4 of FEMA 20(R()) to a
Details of Buyer :								
Name of the buye	*		Address+		Country of residence +		Constitution / Nature+	
					Select			
Details of Seller :								
Details of Seller : Name of the Selle	r*		Address*		Country of residence +		Constitution Nature +	
	P4		Address +					
Name of the Selle	er*		Address + Address +		Country of residence +		Constitution Nature +	
Name of the Selle		P			Country of residence +		Constitution/Nature =	
Name of the Selle	ank through whom the remittance is received				Country of residence +		Constitution/Nature =	
Name of the Salle	ank through whom the remittance is received	۹			Country of residence +		Constitution/Nature =	

III\ ⊡ ≡

•

Step 5.2 For transfer of convertible notes

Valuation certification

([]) 📙 data

😞 Choose

Field name	Description
Date of transfer	Select the date of transfer. In case , it is a future date
	select the current date.
Type of transfer	Select from the following options as applicable Transfer of capital contribution/profit shares from a person resident outside India to a person resident in India [including NRI/ OCI or eligible investor under Schedule 4 of FEMA 20(R)] Please provide the
	acknowledgement letter for the initial investment
	Transfer of convertible notes from a person resident in India ((Including investment by NRI/OCI or eligible Investor under Schedule 4 of FEMA 20(R))) to a person resident outside India
	Enter the amount of inflow in Rs
Details of the Buyer	Enter the details of the buyer
Details of the seller	Enter the details of the seller
Details of the AD bank	Select the name of the AD bank facilitating the transfer and check for the address. If the same is incorrect, modify the same accordingly.

竜 🧀 🔁 FID launc... 📲 User Ma... 📲 cut - Word 🌖 Search Fi... 沈 testing 12... ヘ 4× 空 🖷 🖶 ENG 6:59 PM

Mode of payment	Select the mode of payment from the following (check boxes)Remittance through banking channel
	 NRE/FCNR/Escrow
	Others (please specify)
	Enter the Date of remittance and amount remitted in Rs
	Attachments : FIRC or debit statement as applicable and KYC.
	In case the payment is being made through multiple modes, select multiple check boxes , and enter the date of remittance as the earliest of the date of remittances. The amount of remittance is the total amount of remittance through all modes.
Fair value	Enter the fair value of the convertible note being transferred and attach the valuation certificate
Declaration text and other attachments	
	Check the declaration text and attach other attachments, if any.

Step 5.2.2: After filling in all details, click on Save and Submit for submitting the form.

"Save as draft" feature: The Business User can also save the draft and submit later, by filling in all mandatory details in the "Common details" page.

"Reset" feature : This will reset the complete form.

"Back" button: To go back to the Dashboard

FORM ESOP

Step 1: Login into SMF and reach your workspace.

<u>F</u> ile <u>E</u> di	: <u>V</u> iew Hi <u>s</u> tory <u>B</u> ookmarks <u>T</u> ools	<u>H</u> elp				-	٥	×
RBI FDI	× Rese	rve Bank of India - Frequently \circ X Dash	nboard	× +				
\leftarrow -) C' Ш	③ 10.28.2.180:7785/smf/faces/pag	es/dashboard.xhtml		80% … 🛡 វ	ک ل	III\ 🖽	≡
∯ Mos	t Visited 🌢 Getting Started 🛛 💮 firm	ns 🔘 UAT SMF 🔘 UAT SMFBU 🍈 R	eserve Bank of India					
	भारतीय रिज़र्व बैं Reserve Bank of Ind Inda's Central B	lia				Home Chang	e Password Welcome	
	Dashboard							^
•	Approved Forms			Rejected Forms				
		FORM	TRS 0 zm 0 zm 0		FORM 0 FORM 0 FORM 0 Form 0	FCTRS 0 Form 0 LLP2 0 Form 0		
		0 R	SOP 0 orm 0		Cn Form 0	ESOP 0 Form		
		Form	Form 0		DRR 0 Form	DI Form 0		
		INVI 0 Form			INVI 0 Form			
	Pending Approval Forms							
			TRS 3					
			JP2 0 arm					
		0	50P 0					
				on 1.0 FIRMS Application Helpdesk (Monday to Frida			ENG 5:55	PM
		(D) 📙 e	lata 🧃 🥭	👔 FID launc 🛛 🖉 User Ma	関 cut - Word 😕 Dashboa 🏗 testir	ig12 ^ (× 🖫 🖻 루	US 8/31/	

Click on the left navigation button and select Single Master Form.

<u>File Edit View History B</u> ookman	i Iools Help		– ø ×
RBI FDI	Reserve Bank of India - Frequently + X Dashboard X +	1	
↔ → ♂ ☆	10.28.2.180:7785/smf/faces/pages/dashboard.xhtml	80% … 🛡 🏠	<u>↓</u> II\ 🗊 =
🔅 Most Visited 🛛 🍯 Getting Starte	🖨 firms 🔀 UAT SMF 🖨 UAT SMFBU 🔀 Reserve Bank of India		
भारतीय रिज़ Reserve Bank	ि यैंक of India Central Bank	Home (Change Password Logou Welcome nlata
× MENU			
FILE RETURN			
SINGLE MASTER FORM	Rejected Forms		
	FCOPR TCTRS 0 FDRU Form 0 LUP1 UP2 LUP2 ConForm 0 ESSP Dr Form 0 Form PR 0 Of Form Form 0 ESSP	FCDPR 0 FCTRS 0 LUP1 0 LUP2 0 Gn Form 0 ESOP 0 Gn Form 0 UF form 0 Form 0 UF form 0 Form 0 UF form 0 Form 0 UF form 0	
Search the web and V	FCGFR 12 FCTRS 3 FDBU 12 From 3 LUP 0 LUP2 0 OFForm 0 ESPP 0 0 0.2011 PNewsFork FLMEN LLtd. (www.htxisc.com. Version 1.01 FRMS / splication Helpdakit, (Monday to Friday 10:20 um to 6:00 pm) Email-Indi htdows CI Edata Ref Ref PD ED Launc Will User Ma Will cut - Word No	kfrmgblagn Dashboa	D: ♥ ENG 5:57 PM US 8/31/2018

Step 2 : Click on drop down menu "Return Type". Select "Form ESOP" and click on Add new return. The user will be taken to form ESOP.

View History Bookmarks Tools	Help			
× Rese	erve Bank of India - Frequently a 🗙 🛛 Search File Re	tum × +		
ି ଜ ଜ	10.28.2.180:7785/smf/faces/pages/FileRef	eturn/searchReturn.xhtml?menuRedirect=Y	80% 🛡 🕁	± II\ ₪
	ns 🔘 UAT SMF 🔘 UAT SMFBU 🔘 Reserve Ba			
t visited 😈 Getting started 🔘 fir	ns O DAT SMP O DAT SMPBO O RESERVE BA	ink of India	i de la companya de l	
भारतीय रिज़र्व बै	i n			lome Change Password
Reserve Bank of Inc	dia			Welcome
India's Central I	Bank			
Search Returns				
				+ Add New Retu
Detuge Ture *	From Date	To Date	Return Refrence Number	
Return Type*				
Select	<u> </u>	\	₩	
Select				
Form FC-GPR				
Form FC-TRS				
Form LLP-I				
Form LLP-II				
Form ESOP				
Form CN				
Form DRR				
Form DI				
Form InVi				

The complete form is arranged into two parts, Common Investment details and "Form ESOP" which is further arranged into 2 tabs.

(Common Investment details: These details are common to all returns that can be reported in SMF.)

Step 3: Fill up the common investment details as below:

भारतीय रिजर्घ बैंक Reserve Bank of India India's Central Bank				會 Reset		Home Change Pass Welc
Search Returns				III Heset	P4 Save and Submit	ave As Drait
Corporate Identification Number (CIN/LLP) *	PAN Number *		Company Name *	Appl	lication Date *	
ABCDEFGHUKLMNOPQRT11	QWERT7890Y		ABC &DEF PVT LTD	22/1	10/2018	
Details of received FDI-Entry Route and Applicable Sec	ctoral Cap:					
Entry Route *		Automatic Rou	ite Government Rout	e (Attach Copy Of Government App	proval)	
Applicable Sectoral cap/ Statutory ceiling *		0 20% 0	26% 49% 0	51% 74% .	100% Others	
Applicable Sectoral cap/ Statutory ceiling * Whether the foreign investment is received for a specific plant? *	c project/manufacting unit or manufacturing		26% 49% O	51% 74% 💿	100% Others	
Whether the foreign investment is received for a specific	c project/manufacting unit or manufacturing		26%	51% 74% •	100% Others	
Whether the foreign investment is received for a specific plant?*	c project/manufacting unit or manufacturing		26% (49% (51% 74% .	100% Others	
Whether the foreign investment is received for a specific plant?*	c project/manufacting unit or manufacturing		26% 49% 0	51% 74% .	100% Others	
Whether the foreign investment is received for a specific plant? ESOP Form ESOP Details Share Holding Pattern	c project/manufacting unit or manufacturing		26% () 49% ()	51% 74% .	100% Others	
Whether the foreign investment is received for a specific plant? ESOP Form ESOP Details Share Holding Pattern	c project/manufacting unit or manufacturing		26% () 49% ()	51% 74% .	100%. Others	
Whether the foreign investment is received for a specific plant? • ESOP Form ESOP Details Share Holding Pattern Scheme under which ESOPS are issued *	c project/manufacting unit or manufacturing		26% () 49% ()	51% 0 74% .	100% Others	

Field Name	Description
CIN	Pre-filled, non-editable as per the BU
	registration details
Company name	Pre-filled, non-editable as per the BU
	registration details
PAN number	Pre-filled, non-editable as per the BU
	registration details
Application date	Pre-filled, non-editable , system date
Entry Route*	Select Automatic or Government as applicable for the investment being reported. In case the Government route is selected attach the requisite Government approvals.
	Clarification: where the company belongs to a sector with mixed entry routes, for example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% under Government route . If the investment being reported is under 74%. The entry route selected shall be automatic and in case the investment being reported would result into foreign investment beyond 74%, the entry route selected shall be government with relevant government approvals attached.
Applicable Sectoral cap/ Statutory ceiling*	Applicable sectoral cap as per FEMA 20(R). Clarification: where the company belongs to a sector with mixed entry routes, for example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% under Government route, the applicable sectoral cap would be 100%.

Step 4: Fill up the details in form ESOP as below :

Step 4.1: Tab 1-ESOP details :

C Home Page - FID_Doma X [™] Search File Return ← → C [™] 10.28.2.181:7003/smf/faces/pages/FileReturn		▲ _ Ø × Q ☆ :
भारतीय रिज़र्य बैंक Reserve Bank of India India Central Bank		Home i Change Password i Logov Welcome niata
Scheme under which ESOPS are issued *		
Particulars of Issue Attach relevant extracts of the scheme :* Choose		
Date Of Issue *	Number of ESOPs issued * Equivalent equity shares on fully diluted basis *	Pre-determined issue price * Face value of equity shares *
Whether the change in the shareholding pattern due to this tra NO VES Value of Shares in Ro *	nsaction being reported has already been accounted in the pre t	ansaction shareholding pattern: *
declarations and submissions are made in complian	ce to the Foreign Exchange Management Act, 1999. I hereby a	is true, complete and correct. In case of any discrepancy in the above information, I may be held liable for the same. These tack requisite Declaration, CS certificate and other relevant attachment(s) for this reporting.

Field Name	Description
Scheme Under which ESOPs are issued	Mention the name of the scheme under which the ESOPs are being issued and attach the relevant extracts of the same at the attachment "Attach the relevant extracts of the scheme"
Date of Issue	Select the date from the calendar in which the ESOPs have been issued
Number of ESOPs issued	Enter the Total number of ESOPs being issued as per the scheme
Pre-determined Issue price	Enter the pre-determined issue price on which the underlying would be issued upon exercise of ESOPs
Conversion Ratio	Enter the conversion ratio as per which the shares would be issued upon exercise of the ESOPs. In case of an ADR/GDR linked ESOP, enter the convertion ratio on a fully diluted basis. For example, if the as per the scheme 1 ESOP has an underlying of 2 GDRs and GDRs in turn has underlying of 10 equity shares, than the conversion ratio would be 1: 20.

Equivalant equity above an fully divised	Auto coloulated as new Number of COOD-
Equivalent equity shares on fully diluted	Auto-calculated as per Number of ESOPs
basis	issued and the conversion ratio
Face value of equity shares	Enter the face value of the underlying
	Equity shares
Whether the change in the shareholding	Select Yes or No
pattern due to this transaction being	In case Yes is selected then there will not
reported has already been accounted in	be any change in the shareholding
the pre transaction shareholding pattern:*	pattern for this transaction being reported.
	In case No is selected, a field for Paid up
	capital on fully diluted basis will pop-up.
	Enter the paid up capital value on fully
	diluted basis. The changes would be
	reflected in the shareholding pattern for
	this transaction being reported
	accordingly.
Value of shares in Rs	Auto-calculated as per Equivalent equity
	rate calculated as per Equivalent equity
	shares on fully diluted basis and the face
	shares on fully diluted basis and the face value of equity shares
Declaration	value of equity shares
Declaration	value of equity shares Declaration text- "I hereby declare that I
Declaration	value of equity shares Declaration text- "I hereby declare that I have verified the information provided in
Declaration	value of equity shares Declaration text- "I hereby declare that I have verified the information provided in this form and certify that the information
Declaration	value of equity shares Declaration text- "I hereby declare that I have verified the information provided in this form and certify that the information provided is true, complete and correct. In
Declaration	value of equity shares Declaration text- "I hereby declare that I have verified the information provided in this form and certify that the information provided is true, complete and correct. In case of any discrepancy in the above
Declaration	value of equity shares Declaration text- "I hereby declare that I have verified the information provided in this form and certify that the information provided is true, complete and correct. In case of any discrepancy in the above information, I may be held liable for the
Declaration	value of equity shares Declaration text- "I hereby declare that I have verified the information provided in this form and certify that the information provided is true, complete and correct. In case of any discrepancy in the above information, I may be held liable for the same. These declarations and
Declaration	value of equity shares Declaration text- "I hereby declare that I have verified the information provided in this form and certify that the information provided is true, complete and correct. In case of any discrepancy in the above information, I may be held liable for the same. These declarations and submissions are made in compliance to
Declaration	value of equity shares Declaration text- "I hereby declare that I have verified the information provided in this form and certify that the information provided is true, complete and correct. In case of any discrepancy in the above information, I may be held liable for the same. These declarations and submissions are made in compliance to the Foreign Exchange Management Act,
Declaration	value of equity shares Declaration text- "I hereby declare that I have verified the information provided in this form and certify that the information provided is true, complete and correct. In case of any discrepancy in the above information, I may be held liable for the same. These declarations and submissions are made in compliance to the Foreign Exchange Management Act, 1999. I hereby attach requisite
Declaration	value of equity shares Declaration text- "I hereby declare that I have verified the information provided in this form and certify that the information provided is true, complete and correct. In case of any discrepancy in the above information, I may be held liable for the same. These declarations and submissions are made in compliance to the Foreign Exchange Management Act, 1999. I hereby attach requisite Declaration, CS certificate and other
Declaration	value of equity shares Declaration text- "I hereby declare that I have verified the information provided in this form and certify that the information provided is true, complete and correct. In case of any discrepancy in the above information, I may be held liable for the same. These declarations and submissions are made in compliance to the Foreign Exchange Management Act, 1999. I hereby attach requisite
Declaration	value of equity shares Declaration text- "I hereby declare that I have verified the information provided in this form and certify that the information provided is true, complete and correct. In case of any discrepancy in the above information, I may be held liable for the same. These declarations and submissions are made in compliance to the Foreign Exchange Management Act, 1999. I hereby attach requisite <u>Declaration</u> , <u>CS certificate</u> and other relevant attachment(s) for this reporting."*
Declaration	value of equity shares Declaration text- "I hereby declare that I have verified the information provided in this form and certify that the information provided is true, complete and correct. In case of any discrepancy in the above information, I may be held liable for the same. These declarations and submissions are made in compliance to the Foreign Exchange Management Act, 1999. I hereby attach requisite Declaration, CS certificate and other

Step 4.2 : Tab 2 – Shareholding pattern

│ ∩ Home	Page - FID_Doma X C Search File Return X					≜ - 0 ×
$\leftrightarrow \Rightarrow c$	10.28.2.181:7003/smf/faces/pages/FileReturn/searchReturn.xhtml?menuRedirect=Y					Q☆:
	भारतीय रिजर्थ वैंक Reserve Bank of India Indias Central Bank					Home Change Password Logou Welcome nlata
Ξ	Entry Route *	c Route	Govern	ment Route (Attach Copy Of Government App	roval)	
•	Applicable Sectoral cap/ Statutory celling • 0 20%	0 26%	O 49%	○ 51% ○ 74% ● ⁻	00% Others	
	Whether the foreign investment is received for a specific project/manufacting unit or manufacturing plant?*	No				
ESC	DP Form					
E	ESOP Details Share Holding Pattern					
	Particulars	Pre- Transaction	Post- Transaction			
	Value of equity shares (on fully diluted basis) other than Foreign Portfolio Investment and indirect foreign investment or Value of Capital contribution/profit shares	661000				
	Foreign Portfolio Investment	0				
	Indirect foreign investment- Value of equity shares (on fully diluted basis)	668676				
	Total	1329676.000				
	Percentage	13.30				
	© 2018 Powered by : HTC Global Services Pvt. Ltd. www.htcinc.com. Version 1.0	FIRMS Application H	lelpdesk (Monday to	Friday 10:30 am to 6:00 pm) Email- helpfirms@rbi.org.in		
• (9 📴 📇 💽 🗃 🐁 🖬					👬 🍡 🕕 ENG 19:42 INTL 22-10-2018

Description		
Particulars	Pre- Transaction	Post- Transaction
fully diluted basis) other than Foreign Portfolio Investment and indirect		
foreign investment or Value of Capital contribution/profit shares		
Foreign Portfolio		
Indirect foreign investment- Value of equity shares (on fully diluted basis)		
Total Percentage		
Pre transaction values are Entity Master (tab 3)		
	Value of equity shares (on fully diluted basis) other than Foreign Portfolio Investment and indirect foreign investment or Value of Capital contribution/profit sharesForeign Portfolio InvestmentIndirect foreign investment-Indirect foreign investment-Value of equity shares (on fully diluted basis)Total PercentagePre transaction values are Entity Master (tab 3)Post transaction values are	Value of equity shares (on fully diluted basis) other than Foreign Portfolio Investment and indirect foreign investment or Value of Capital contribution/profit shares Foreign Portfolio Investment Indirect foreign investment Indirect foreign foreign investment Percentage Percentage

transaction value of shares + Value of shares reported in the form.
The Business user shall ensure that the details are correctly filled in the form, so that the shareholding pattern which is auto- calculated is correct.

Step 4.3: After filling in all details, click on Save and Submit for submitting the form.

An intimation message would Pop-up as "The applicant may file form FC-GPR as and when the ESOPs are exercised. If the ESOPs are linked to ADR/GDR, form DRR may be filed upon exercise of such ESOPs".

Please click Yes and form submission is complete.

"Save as draft" feature: The Business User can also save the draft and submit later, by filling in all mandatory details in the "Common details" page.

"Reset" feature : This will reset the complete form.

"Back" button: To go back to the Dashboard.

Format for Declaration

DECLARATION TO BE FILED BY THE AUTHORISED REPRESENTATIVE OF THE INDIAN COMPANY:

We hereby declare that:

1. We comply with the procedure for issue of capital instruments as laid down under Foreign Exchange Management (Transfer or issue of security by person resident outside India) Regulations, 2017 notified vide <u>Notification No. FEMA 20(R)/2017-RB</u> dated November 07, 2017, as amended from time to time.

2. The investment is within the sectoral cap / statutory ceiling permissible under the regulations, ibid and in compliance with the attendant conditions.

3. The foreign investment received and reported now will be utilized in compliance with the provision of a Prevention of Money Laundering Act 2002 (PMLA) and Unlawful Activities(Prevention) Act, 1967 (UAPA). We confirm that the investment complies with the provisions of all applicable Rules and Regulations

4. We enclose the following documents in compliance with these regulations:

(i) A certificate from our Company Secretary as in the specified format.

(ii) A certificate from SEBI registered Merchant Banker / Chartered Accountant / cost accountant or any other person as authorized under FEMA 20 (R) indicating the manner of arriving at the price of the shares issued to the persons resident outside India (*wherever applicable*)

(iii) All other necessary documents as applicable to the issue.

(Signature of the Applicant)* :	
(Name in Block Letters)	<u>.</u>
(Designation of the signatory) :	
Place:	

Date:

(* To be signed by Managing Director/Director/Secretary of the Company)

Format for Company Secretary Certificate:

CERTIFICATE TO BE FILED BY THE COMPANY SECRETARY/PRACTICING COMPANY SECRETARY OF THE INDIAN COMPANY

In respect of the details as mentioned as mentioned above, we certify the following:

- (i) all the requirements of the Companies Act, 2013 have been complied with;
- (ii) terms and conditions of the Government approval, if any, have been complied with;
- (iii) the company is eligible to issue capital instruments/receive capital instruments under Foreign Exchange Management (Transfer or issue of security by a person resident outside India) Regulations, 2017 notified vide <u>Notification No. FEMA</u> <u>20(R)/2017-RB dated November 07, 2017</u>, as amended from time to time.
- (iv) The company has all certificates issued by authorized dealers in India evidencing receipt of amount of consideration in accordance with Foreign Exchange Management (Transfer or issue of security by a person resident outside India) Regulations, 2017 notified vide <u>Notification No. FEMA 20(R)/2017-RB</u> <u>dated November 07, 2017</u>, as amended from time to time
- (v) The Investment Agreement/ Shareholder Agreement between the investor and the investee company is in compliance with the provisions of Foreign Exchange Management (Transfer or issue of security by a person resident outside India) Regulations, 2017 notified vide <u>Notification No. FEMA 20(R)/2017-RB</u> <u>dated November 07, 2017</u>, as amended from time to time

(Name & Signature and Seal of the Company Secretary/practicing Company secretary)

FORM DI

Step 1: Login into SMF and reach your workspace.



Click on the left navigation button and select Single Master Form.

<u>File Edit View History Bookmarks</u>	[ools <u>H</u> elp		- o ×
RBI FDI ×	Reserve Bank of India - Frequently 🛛 🗙 Dashboard 🗙 +		
↔ ∀ ↔	10.28.2.180:7785/smf/faces/pages/dashboard.xhtml	80% … 🛡 🏠	⊻ II\ 🗊 ≡
🔅 Most Visited 💧 Getting Started 🧯	🕽 firms 🜐 UAT SMF 🜐 UAT SMFBU 🌐 Reserve Bank of India		
भारतीय रिज़र्व Reserve Bank of India's Cer	युँक India trat Bank	ŀ	Home Change Password Logout Welcome nlata
× MENU			^
FILE RETURN			
SINGLE MASTER FORM	Rejected Forms		
	FOGPR 1 FCTRS 0 J27 Form 0 L927 Form 0 ESDP 6 SPR 0 ESDP 6 Form 0 ESDP 6 Form 0 ESDP 6 Form 0 ESDP 6 Form 0 ESDP 6	FCGPR 0 FCTRS 0 LFD Form 0 LF2 0 General Gaser Form 0 ESOP 0 DR 0 Form 0 ESOP 0 0 DR 0 Form 0 ESOP 0 0 10 Prom 0 Form 0 ESOP 0 0 10 Form 0 ESOP 0 0 10	
Search the web and Wind	FCRM 12 FCRM 3 FUP 0 FUP 0 Form 0 Form 0 Co Form ESP 0 6: X11 IP-wend by: HIC Global Services PAt. Litt www.htcirc.com. Vension 1.01 FRMIG Application Helpdark Monday to Friday 10.20 am to 6:00 pm) [Final-helpdark OWS Image: Contract of the services PAt. Litt www.htcirc.com. Vension 1.01 FRMIG Application Helpdark Monday to Friday 10.20 am to 6:00 pm) [Final-helpdark	frm@blagia Dashboa ♪ testing12 ^ (x	뛰 • 티 ENG 5-57 PM US 8/31/2018

Step 2 : Click on drop down menu "Return Type". Select "Form DI" and click on Add new return. The user will be taken to form DI.

DI X Re	eserve Bank of India - Frequently a 🗙 Search File Retu	ım × +		
→ C' û	(i) 10.28.2.180:7785/smf/faces/pages/FileRetu	urn/searchReturn.xhtml?menuRedirect=Y	80% … 🛡 🏠	⊻ II\ 🗊
lost Visited 🛛 🙆 Getting Started 💮 fi	irms 🖨 UAT SMF 🖨 UAT SMFBU 🖨 Reserve Bank	k of India		
अ भारतीय रिज़र्व				Home Change Password
Reserve Bank of Ir	a op India			Welcome n
India's Centra	l Bank			
Search Returns				
				+ Add New Return
				- And Hew Retain
Return Type*	From Date	To Date	Return Refrence Number	
Select	×	 	m	
Select				
Form FC-GPR				
Form FC-TRS				
Form LLP-I				
Form LLP-II				
Form ESOP				
Form CN				
Form DRR				
Form DI Form InVi				

The complete form is arranged into two parts, Common Investment details and "Form DI" which is further arranged into 2 tabs.

(Common Investment details: These details are common to all returns that can be reported in SMF.)

Step 3: Fill up the common investment details as below:

🗲 Home Page - FID_Domain 🗙 🗋 Search File Return 🛛 🛪				- • ×
← → C () 10.28.2.181:7003/smf/faces/pages/FileRetu	rn/searchReturn.xhtml?menuRedirect=Y			☆ :
सारतीय रिज़र्य बैंक Reserve Bank of India India's Central Bank			Home Change F	Password Logout Welcome nlata
Search Returns		💼 Reset 📘	🛱 Save and Submit 📙 🎝 Save As Draft	Back
Corporate Identification Number (CIN/LLP) *	PAN Number *	Company Name *	Application Date*	
ABCDEFGHIJKLMNOPQRT11	QWERT7890Y	ABC &DEF PVT LTD	22/10/2018	
Details of received FDI-Entry Route and Applica	ble Sectoral Cap:			
Entry Route *	 Automati 	ic Route 🛛 Government Route (Attach Cop	oy Of Government Approval)	
Applicable Sectoral cap/ Statutory ceiling *	<u> </u>	26% 49% 51% 74%	% 100% Others 	
Whether the foreign investment is received for a or manufacturing plant?*	specific project/manufacting unit 🛛 Yes 💿	No		
DI Form				
DI Details Share Holding Pattern				
For reporting of indirect foreign investmen	t –investment by an FOCC in the Indian compar	ny/LLP directly or through investment on stock e	exchanges or Downstream investment by an	
© 2018 Powered by : HTC (Blobal Services Pvt. Ltd. www.htcinc.com. Version 1.0 FIRM	IS Application Helpdesk (Monday to Friday 10:30 am to 6:00 pm)) Email- helpfirms@rbi.org.in	
📑 🥝 📴 🚞 💽 🗎	📲 🌇 💌		- 🛱 🎼 🐠	ENG 19:45 INTL 22-10-2018

Field Name	Description
CIN	Pre-filled, non-editable as per the BU
	registration details
Company name	Pre-filled, non-editable as per the BU
	registration details
PAN number	Pre-filled, non-editable as per the BU
	registration details
Application date	Pre-filled, non-editable, system date
Entry Route*	Select Automatic or Government as applicable for the investment being reported. In case the Government route is selected attach the requisite Government approvals.
	Clarification: where the company belongs to a sector with mixed entry routes, for example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% under Government route . If the investment being reported is under 74%. The entry route selected shall be automatic and in case the investment being reported would result into foreign investment beyond 74%, the entry route selected shall be government with relevant government approvals attached.
Applicable Sectoral cap/ Statutory ceiling*	Applicable sectoral cap as per FEMA 20(R).
	Clarification: where the company belongs to a sector with mixed entry routes, for example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% under Government route, the applicable sectoral cap would be 100%.

Step 4: Fill up the details in form DI as below :

Step 4.1: Tab 1-DI details :

C Home P	Page - FID_Domai 🗙 🗋 Search File Return 🛛 🗙			🚣 – 🗇 🗙
$\leftrightarrow \ \ni \ G$	10.28.2.181:7003/smf/faces/pages/FileReturn	/searchReturn.xhtml?menuRedirect=Y		☆ :
	भारतीय रिज़र्य बैंक Reserve Bank of India India's Central Bank			Home Change Password Logout Welcome nlata
	DI Details Share Holding Pattern			<u>^</u>
-	Investment Vehicle in which neither the Spo	nsor nor the Manager nor the Investment Manag	LLP directly or through investment on stock excha. er is Indian 'owned and controlled' directly or throu I up shares or within 30 days from the date the inve	gh investment on stock exchanges (To be
	Investment Details:			
	Whether the change in the shareholding patter accounted in the pre transaction shareholding	n due to this transaction being reported has already pattern: *	been ONO YES	
	Investor Type*	Name*	Address*	
	Select			
	PINCode	State	District	
	Type the PINCode and click the button			
	Date on which investment become Indirect foreign investment *	Date of allotment *	Amount (In Rupees)*	
	Type of Instruments*	Number of instruments * shal Services Put 1 to 1 www.btcinc.com 1 Version 1 0 11 FIRMS /	Conversion Ratio* Application Helpdesk (Monday to Friday 10:30 am to 6:00 pm) Emai	تا. helnfirms@rhi ora in
			oppression respects (monory to rinay to so an to you pin) (chai	▲ 🖓 🌇 🕕 ENG 19:45 ■ 🖓 T

	me Page - FID_Domai 🗙 🗋 Search File Return 🛛 🗙			📥 – 🗇 🗙
$\leftrightarrow \rightarrow$	C 10.28.2.181:7003/smf/faces/pages/FileRetur	n/searchReturn.xhtml?menuRedirect=Y		☆ :
	भारतीय रिज़र्य बैंक Reserve Bank of India India's Central Bank			Home Change Password Logout Welcome niata
·	Select PINCode Type the PINCode and click the button	State	District]
	Date on which investment become Indirect foreign investment *	Date of allotment *	Amount (In Rupees)*]
	Type of Instruments*	Number of instruments*	Conversion Ratio*	
	Number of shares on fully diluted basis *	Face value of equity shares *	Value of shares *	
		formation provided in this form and certify that t e for the same. These declarations and submissi		
	Other Attachments:			
	© 2018 Powered by : HTC G	lobal Services Pvt. Ltd. www.htcinc.com. Version 1.0 FIRM	S Application Helpdesk (Monday to Friday 10:30 am to 6:00 p	m) Email-helpfirms@rbi.org.in ← 🙀 🃭 🐠 ENG 19:45 INTL 22-10-2018

Field name	Description
Whether the change in the shareholding pattern due to this transaction being reported has already been accounted in the pre transaction shareholding pattern:*	Select Yes or No In case Yes is selected then there will not be any change in the shareholding pattern for this transaction being reported. In case No is selected, a field for Paid up capital on fully diluted basis will pop-up. Enter the paid up capital value on fully diluted basis. The changes would be reflected in the shareholding pattern for this transaction being reported accordingly.
Investor Type	Select the type of resident investor making downstream investment in the investee indian company from the drop down menu as : • Company • LLP • Investment Vehicle
Name	Enter the name of the resident investor making downstream investment
Address	Enter the address of the resident investor making downstream investment
PIN Code	Enter the Pin code and click on the Right arrow. If the PIN code is available in the system, the State and District are auto-filled. Or else, enter the State and district. The details are editable
Date on which the investment become Indirect foreign investment	Select the date on which the investment by the resident investor in the indian Investee company became indirect foreign investment for the investee company, as per Regulation 14 of FEMA 20(R).
Date of allotment	Select the date on which the capital instruments were issued to the resident investor by the Indian investee company. This date would be same as Date on which the investment become Indirect foreign investment if the investment by resident investor is downstream investment, in terms of Regulation 14 of

	FEMA 20(R), at the time of allotment itself.
Amount (in Rs)	Amount of inflow for the investment in Rs
Type of instruments	Select from the type of instrument, drop down menu.
Number of instruments	Enter the number of instruments
Conversion ratio	Enter the conversion ratio
Number of shares on a fully diluted basis	Auto-filled as per the number of instruments and conversion ratio.
Face value of equity shares	Enter the face value of the equity shares.
Value of shares	Auto-calculated as per Number of shares on fully diluted basis and the Face value of the shares
Declaration	Declaration text- I hereby declare that I have verified the information provided in this form and certify that the information provided is true, complete and correct. In case of any discrepancy in the above information, I may be held liable for the same. These declarations and submissions are made in compliance to the Foreign Exchange Management Act, 1999." Check upon completing all details in the form and attach, any other document (s), if any.

Step 4.2 : Tab 2 – Shareholding pattern

	FID_Domai X Search File Return X			4 -	a ×
$\leftarrow \rightarrow \mathbf{G}$	10.28.2.181:7003/smf/faces/pages/FileReturn/searchReturn.xhtml?menuRedirect=	Y			☆ :
	मारतीय रिज़र्व बैंक Reserve Bank of India India's Central Bank			Home Change Passwo Welcon	
or	manufacturing plant?*	Yes 💿 No			*
- DI Fo	orm				_
DI	Details Share Holding Pattern				_
	Particulars	Pre- Transaction	Post- Transaction		11
	Value of equity shares (on fully diluted basis) other than Foreign Portfolio Investment and indirect foreign investment or Value of Capital contribution/profit shares	661000			
	Foreign Portfolio Investment	0			
	Indirect foreign investment- Value of equity shares (on fully diluted basis)	668676			
	Total	1329676.000			
	Percentage	13.30			
					_
					-
	© 2018 Powered by : HTC Global Services Pvt. Ltd. www.htcinc.com. Versior	n 1.0 FIRMS Applica	tion Helpdesk (Monc		19:46
	💽 🚞 💽 💿 📓 🍢 🛃 🧬				22-10-2018

Field name	Description		
Shareholding pattern	Particulars	Pre- Transaction	Post- Transaction
	Value of equity shares (on fully diluted basis) other than Foreign Portfolio Investment and indirect foreign investment or Value of Capital contribution/profit sharesForeignPortfolio 		
	Pre transaction values are Entity Master (tab 3) Post transaction values are the details provided in the f transaction value of sha reported in the form. The Business user shall e correctly filled in the form pattern which is auto- calcula	auto-calculate orm. Post tra ares + Valu ensure that th , so that the	ed based upon insaction=Pre e of shares

Step 4.3: After filling in all details, click on Save and Submit for submitting the form.

"Save as draft" feature: The Business User can also save the draft and submit later, by filling in all mandatory details in the "Common details" page.

"Reset" feature : This will reset the complete form.

"Back" button: To go back to the Dashboard.

FORM DRR

<u>File Edit View History B</u> ookmarks	s <u>T</u> ools <u>H</u> elp												-	ø ×
RBI FDI ×	Reserve Bank of India - Fr	requently : ×	Dashboard		;	× +								
(←) → 健 🏠	(i) 10.28.2.180:7	/785/smf/faces/	pages/dash	1board.xht	tml				80%	🛡	☆		<u>↓</u> III\	. 🗊 🗉
🌣 Most Visited 🔞 Getting Started	G firms G UAT SMF	🔵 UAT SMFBU	Reserve B	ank of India	a									
भारतीय रिज़र्ट Reserve Bank o India's	र्न बैंक of India ^{Central Bank}											Home	Change Pas We	ssword Logi elcome nlata
Dashboard														
Approved Forms						Rej	ected Forms							
		FCGPR 1 FORM	Form	0					R	SPR 0 RM	FCTRS Form	0		
		LLP1 0 Form 0	Form	0					F	.P1 0 xm 0	LLP2 Form	0		
		Cn Form 0	Form	0					Ľ	Form 0	ESOP Form	0		
		DRR 0 Form	DI Form	0					F	RR 0 xm	DI Form	0		
		INVI 0 Form								KM 0 Km				
Pending Approval Forms	5													_
		FCGPR	FCTRS	_										
		FORM 12	Form	3										
		Form	Form	0										
	© 2011	Cn Form 0 8 Powered by : HTC Globa		0 td. www.htcinc.c	com. Version 1.0	LLEIRMS Application	Helpdesk (Monday to Frig	day 10:30 am to 6:00 pm) Em	nail-helpfirms@rbi.org	in				
Search the web and Wi		0	data	â				w cut - Word	ڬ Dashboa.		ting12	∧ ☆ 턴 ti	🗈 📮 ENG US	5:55 PM 8/31/201

Step 1: Login into SMF and reach your workspace.

Click on the left navigation button and select Single Master Form.

<u>File Edit View History B</u> ookmarks	Iools Help			Х
RBI FDI ×	Reserve Bank of India - Frequently : X Dashboard X +			
$\overleftarrow{\leftarrow}$ \rightarrow C $\overleftarrow{\omega}$	10.28.2.180:7785/smf/faces/pages/dashboard.xhtml	80% … 🛡 🏠	⊻ II\ 🗊 :	Ξ
🔅 Most Visited 🛭 👲 Getting Started 🧯	🕽 firms 🜐 UAT SMF 🜐 UAT SMFBU 🌐 Reserve Bank of India			
भारतीय रिज़र्व Reserve Bank of Indu's cer	India		Home Change Password Log Welcome nlat	
× MENU				^
FILE RETURN				
SINGLE MASTER FORM	Rejected Forms			
	FCUPR FOM 1 FCURG Fom 0 LUP1 0 LUP2 Fom 0 Do Form 0 ESD* Form 0 D9R 0 0 Form 0 ESD* Form 0 D9R 0 0 Form 0 0	FCDPR 0 FCTRS 0 LLP1 0 LLP2 0 Gn form 0 ESOP 0 Form 0 Form 0 Form 0 BForm 0 Form 0 BForm 0 Form 0 BForm 0		
Search the web and Wind	F00PR 12 FCTRS 3 F00D FUP 0 FUP 0 Conform 0 SEP 0 FUE FUE 0.20181 Presendly = 110 dia Service PA L (unwell benc com. Version 18 0 FRM2 Application Helpdels (Monday to Friday 19.30 and to 50 ym) [Small Helpfin CWMS Image: Service Part of the service PA L (unwell benc com. Version 18 0 FRM2 Application Helpdels (Monday to Friday 19.30 and to 50 ym) [Small Helpfin	me∯rásajú Jestikoz ∧ (x	E⊐ 4m EN 5:57 PM	м

Step 2 : Click on drop down menu "Return Type". Select "Form DRR" and click on Add new return. The user will be taken to form DRR.

DI	× Reserve Bank of India	- Frequently : × Search File Return	× +		
\rightarrow C $$	i) 10.28.2.180	0:7785/smf/faces/pages/FileReturn/	/searchReturn.xhtml?menuRedirect=Y	80% … 🛡 🏠	👱 III\ (
Aost Visited 🛛 🔞 Gettir	ng Started 🔘 firms 🌐 UAT SMF	🕲 UAT SMFBU 🛛 🕲 Reserve Bank of Is	ndia		
भारतीय Reserve	रिज़र्स बैंक Bank of India India's Central Bank				Home Change Passwor Welcom
Search Retu	rns				
Return Type*		From Date	To Date	Return Refrence Number	+ Add New Re
Select					
Select					
Form FC-GPR					
Form FC-TRS					
Form LLP-I					
Form LLP-II					
Form ESOP					
Form CN					
Form DRR					
Form DI Form InVi					

The complete form is arranged into two parts, Common Investment details and "Form DRR" which is further arranged into 2 tabs.

(Common Investment details: These details are common to all returns that can be reported in SMF.)

Step 3: Fill up the common investment details as below:

	ome Page - FID_Domai 🗙 Y 🕒 Search File Return	×		📥 – 🗗 🗙
\leftrightarrow \rightarrow	C 10.28.2.181:7003/smf/faces/pages/FileR	eturn/searchReturn.xhtml?menuRedirect=Y		९☆ :
	भारतीय रिज़र्व बैंक Reserve Bank of India India's Central Bank			Home Change Password Logout Welcome niata
	Search Returns		li i	Reset 🙀 Save and Submit 🎝 Save As Draft 🔶 Back
-	Corporate Identification Number (CIN/LLP) *	PAN Number *	Company Name *	Application Date *
	ABCDEFGHUKUMNOPQRT11	QWERT7890Y	ABC &DEF PVT LTD	22/10/2018
	Details of received FDI-Entry Route and Applicable Sectora	I Cap:		
	Entry Route *	 Automatic Rou 	te Government Route (Attach Copy Of Governm	ent Approval)
	Applicable Sectoral cap/ Statutory ceiling *	○ 20% ○	26% 49% 51% 74%	 100% Others
	Whether the foreign investment is received for a specific proj plant?*	ect/manufacting unit or manufacturing O Yes No		
	DRR Form			
	DRR Details Share Holding Pattern			
	Name of the Domestic Custodian*	Address of the Domestic Custodian*	Name Of Global Custodian*	
	Address Of the Global Custodian *	Date Of Issue*	Country *	
	9201	8 Powered by : HTC Global Services Pvt. Ltd. www.htcinc.com, Version 1.0 FIRMS .	Application Helpdesk (Monday to Friday 10:30 am to 6:00 pm) Email- helpfirms@rb	
	😂 🔤 🚞 🔄	📑 🔍 💶 🍠		- % Int €NG 19:43 NTL 22-10-2018

Field Name	Description
CIN	Pre-filled, non-editable as per the BU
	registration details
Company name	Pre-filled, non-editable as per the BU
	registration details
PAN number	Pre-filled, non-editable as per the BU
	registration details
Application date	Pre-filled, non-editable, system date
Entry Route*	Select Automatic or Government as applicable for the investment being reported. In case the Government route is selected attach the requisite Government approvals.
	Clarification: where the company belongs to a sector with mixed entry routes, for example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% under Government route . If the investment being reported is under 74%. The entry route selected shall be automatic and in case the investment being reported would result into foreign investment beyond 74%, the entry route selected shall be government with relevant government approvals attached.
Applicable Sectoral cap/ Statutory ceiling*	Applicable sectoral cap as per FEMA 20(R).
	Clarification: where the company belongs to a sector with mixed entry routes, for example brownfield pharmaceuticals where up to 74% is under automatic route and beyond up to 100% under Government route, the applicable sectoral cap would be 100%.

Step 4: Fill up the details in form DRR as below :

Step 4.1: Tab 1-DRR details :

	×	± - 0 ×	×
← → C ① 10.28.2.181:7003/smf/faces/pages/FileRet	urn/searchReturn.xhtml?menuRedirect=Y	Q 🌣	:
भारतीय रिज़र्य बैंक Reserve Bank of India india's Central Bank		Home i Change Fassword i Lo Wekome Adat	
DRR Form			*
DRR Details Share Holding Pattern			
Name of the Domestic Custodian*	Address of the Domestic Custodian "	Name Of Global Custodian *	l
Address Of the Global Custodian "	Date Of Issue*	Country *	l
Number of DRs issued *	Underlying Securities*	Conversion Ratio *	I
Number of Equity Shares on fully diluted basis •	Face value of Equity shares *	Value Of Shares *	I
Amount raised in Rs*	Issue Expenses, if any, in Rs	Amount repatriated in the current tranche in Rs*	J
Amount repatriated in India in Rs	Amount kept abroad in Rs		
Whether the change in the shareholding pattern due to this t	ransaction being reported has already been accounted in the pre t	ansaction shareholding pattern *	
Whether encourad or unanonomial 6 2018 F	towered by : HTC Global Services Pvt. Ltd. www.htcinc.com. Version 1.0 FIRMS	Application Helpdesk (Monday to Friday 10:30 am to 0:00 pm) Email: helpfirms@rbi.org.in	Ŧ
💷 🧀 🔤 🗮 💽	a 💫 💌 🛃	~ 词 開 Φ) ENG 19444 INTL 22-10-201	

Field name	Description
Name of the Domestic custodian	Name of the Domestic custodian for the DR issue
Address of the Domestic custodian	Address of the Domestic custodian for the DR issue
Name of the Global Custodian	Name of the Global custodian for the DR issue
Address of the Global Custodian	Address of the Global custodian for the DR issue.
Date of issue	Date on which the DRs have been issued
Country	Country in which the DRs have been issued
Number of DRs issued	Number of DRs as issued
Underlying securities	Select the underlying securities to the DRs issued
Conversion Ratio	Conversion for the DRs issued. Where the underlying security is other that capital instruments i.e. debt or units, conversion ratio shall be 1:0.
Number of equity shares on fully diluted basis	Auto-calculated as per Number of DRs issued and conversion ratio
Face value of equity shares	Face value of the equity shares
Value of shares	Auto-calculated as per number of shares on fully diluted basis and the face value
Amount raised in Rs	Total amount as raised in the DR issue

	being reported.
Issue expenses , if any, in Rs	Issue expenses as incurred in the DR issue, if any.
Amount repatriated in the current tranche in Rs	The amount as being repatriated in India so far.
Total Amount repatriated in India in Rs	Total amount repatriated in India, so far
Amount kept abroad in Rs	Auto-calculated as per Amount raised in Rs and Total amount repatriated in India in Rs
Whether the change in the shareholding pattern due to this transaction being reported has already been accounted in the pre transaction shareholding pattern:*	Select Yes or No In case Yes is selected then there will not be any change in the shareholding pattern for this transaction being reported. In case No is selected, a field for Paid up capital on fully diluted basis will pop-up. Enter the paid up capital value on fully diluted basis. The changes would be reflected in the shareholding pattern for this transaction being reported accordingly.
Whether sponsored?	Select Yes or No If Yes , then enter the Name of sponsor and the address of the sponsor
Whether the DR is listed on an International Exchange or trading plaform	Select Yes or No If Yes, then enter the name of the stock exchange and the Date of commencement of trading on the same
Declaration	Declaration text- I hereby declare that I have verified the information provided in this form and certify that the information provided is true, complete and correct. In case of any discrepancy in the above information, I may be held liable for the same. These declarations and submissions are made in compliance to the Foreign Exchange Management Act, 1999. Check upon completing all details in the form and attach other documents, if any.

Step 4.2-Tab 5-Shareholding Pattern

O Hor ← ⇒	→ Home Page - FID_Dom: ★ ■							:								
	, a	मारतीय रि Reserve Bai	ज़र्च nk of In dia's Central	बैंक dia Bank									Home	Change Passwo Welcor		
	DRR	Form														*
Ť	DR	R Details Share Hol	ding Pattern												_	
		Particulars							Pre- Transaction	Post- Transaction						
	Value of equity shares (on fully diluted basis) other than Foreign Portfolio Investment and indirect foreign investment or Value of Capital contribution/profit shares				661000							i				
		Foreign Portfolio	Investment						0							
		Indirect foreign in	ivestment- Va	lue of equ	ity share	s (on fully	y diluted ba	asis)	668676							
		Total							1329676.000							
		Percentage							13.30							
			© 2018 Po	wered by : HT	C Global S	ervices Pvt. I	Ltd. www.htc	inc.com. Versi	on 1.0 FIRMS Applic	ation Helpdesk (Mon	iday to Friday 10:30 am to 6:00 pm)) Email- helpfirms@rbi.org.in				Ψ.
	2	o 🚞		0			w	2						ENG INTL	19:44 22-10-201	8

Field name	Description
Shareholding pattern	ParticularsPre- TransactionPost- TransactionValue of equity shares (on fully diluted basis) other than Foreign Portfolio Investment and indirect foreign investment or Value of Capital contribution/profit sharesImage: Control of the state
	Indirect foreign investment- Value of equity shares (on fully diluted basis) Total Percentage
	Pre transaction values are auto-populated from the Entity Master (tab 3) Post transaction values are auto-calculated based upon the details provided in the form. Post transaction=Pre

transaction value of shares + Value of shares reported in the form.
The Business user shall ensure that the details are correctly filled in the form, so that the shareholding pattern which is auto- calculated is correct.

Step 4.3: After filling in all details, click on Save and Submit for submitting the form.

"Save as draft" feature: The Business User can also save the draft and submit later, by filling in all mandatory details in the "Common details" page.

"Reset" feature : This will reset the complete form.

"Back" button: To go back to the Dashboard.

Step 4.4 For subsequent filing of Form DRR: Wherein the Amount raised as in a DRR issue has not been repatriated in India in one go and is kept abroad. In such cases wherever the amount is being repatriated in subsequent tranches, for every subsequent tranche Form DRR shall be filed within 30 days from the date of remittance as a subsequent form DRR to the Form DRR as filed at the time of issue of DRs, as below:

Step 4.4.1: Using the left navigation button select File Return and then Single Master Form.

Step 4.4.2: Select Return Type as Form DRR. If the reference number of the earlier filed form DRR is known, enter the same in the field Return Reference Number and click on search return. Or else, enter the From date and search return. Select the initial filed Form DRR and open the same upon clicking on the reference number.

Step 4.4.3: At the top right select the button "ADD subsequent return". Enter the amount Amount repatriated in the current tranche in Rs. No other field needs to be entered. The values in Total amount repatriated in India and the Amount kept abroad are updated accordingly. Check the details under the tab "Tranche details".

Step 4.4.4. Check the declaration and attach the FIRC for the amount repatriated in the "Other attachments" and click on "Submit" button at top right.

6. Shareholding pattern

- 1. Shareholding pattern details are being obtained with the purpose to ensure that the foreign investment in an entity is within the permissible foreign investment limit/ sectoral caps/regulatory limits.
- 2. In the entity master, the companies and LLPs were instructed to provide the latest shareholding pattern, all inclusive irrespective whether the same is reported or not reported or acknowledged or not acknowledged.
- 3. In case where the company or LLP is making a filing in SMF for a past transaction which was not reported earlier, but the same has been included in the shareholding pattern provided in the Enitiy master, at the time of reporting the same in SMF, the shareholding pattern should not change. In such scenarios, the BU, where he is asked to specify "Whether the change in the shareholding pattern due to this transaction being reported has already been accounted in the pre transaction shareholding pattern:" shall select YES. This would ensure that the shareholding pattern is not affected.
- 4. It may be noted that upon successful acknowledgement of the filed forms at AD level, the entity master details are automatically updated with the post shareholding pattern as per the acknowledged form. Therefore, the user shall take due precaution while specifying for this detail.

7. Processing at AD level

Login Procedure

Step 1: Go to the website at https://fed.rbi.org.in

<u>F</u> ile <u>E</u> dit <u>V</u> iew H	History <u>B</u> ookmarks <u>T</u> ools <u>H</u> elp					- o ×
RBI FDI	× Reserve Bank of India - Frequently	× Search File Return	× RBI FDI	🗙 🛛 🧕 🛛 🗙 Pahadekar, Mc	mika - Outlook \ 🗙 🛛 🌀 Login	to FED-InterLinking App 🗙 🕂
	 	n/FEDINTERLINK/login/Login. FBU 🔀 Reserve Bank of India .			♥ ☆	⊻ III\ 🗊 ≡
		Foreign Ex विदे	change Departm शी मुद्रा विभाग	ient		31-August-2018 07:18:41 PM Contact Us Help
	F.	reign Exchange Depart Use username / pass Overseas Investment User Type* Bank Us User Id Password Content Forgot Password Content	word given by Division, FED, CO, RBI ser V FIRMS OOID			Study Material Master Direction Notification Presentation FAQ/Ouery AP (DIR)
Best Viewed in In	ternet Explorer 6.0 or above with screen Resolution	of 1024*768.	Developed a	and Maintained by		HCL
Search	the web and Windows) 📙 data 🗎	🥭 👔 FID launc 📲 User Ma	関 cut - Word 🏼 🍪 Login	to 🎌 testing12 🔨	× 🖫 📾 📮 ENG 7:18 PM US 8/31/2018

Step 2: Select User type as Bank user and click on radio button for FIRMS. Enter the username and password as provided by RBI and click on Login. The dashboard for the AD bank is as below:

<u>File Edit View History Bookmarks</u>	<u>T</u> ools <u>H</u> elp					
Dashboard ×	Reserve Bank of India - Frequently : $ imes$	Search File Return	× RBI FDI		📴 Pahadekar, Monika - Outlook V 🗙	🥘 Login to FED-InterLinking App 🗙 🕇 +
(←) → 健 @	③ 10.28.2.180:7785/smfbu/f	aces/pages/dashboard.xht	tml		80% … 🛡 🟠	⊻ II\ 🗊 =
🌣 Most Visited 🐞 Getting Started 🌘	firms 💮 UAT SMF 💮 UAT SMFBU	Reserve Bank of India				
भारतीय रिज़र्व Reserve Bank of India's ce	बैंक India tral Bank					Home Change Password Logout Welcome citi0000003
Dashboard						
Forms List			Appr	oved Forms		
	PCOPH 5 LLP 2 Dam 2 Ch Form 1 Form 0 RVA 0	FCTRS 1 Form 3 FORM 0 Form 0			FORM 4 F LLP1 2 F Con Form 1 F	1765 1 277 3 269 3 269 0 Form 0
Rejected Forms			Pend	ling Approval Forms		
	FCGPR 0 FORM 0 LLP1 0 Form 0	FCTRS 0 Form 0 LLP2 0 Form 0				TRS 0 IP2 0 Irm 0
10.28.2.180:7785/smfbu/faces/pages/dash	board.xhtml#	© 2018 Powered b	y : HTC Global Services Pvt. Ltd. w	ww.htcinc.com. Version 2.0		
Search the web and Wind		📙 data 🔒 🙆	🤶 👔 FID launc	W User Ma W cut	- Word 😆 Dashboa 🔁 testing	2 ヘ d× 🤛 📾 ≢ ENG 7:21 PM US 8/31/2018

Verifying eKYC for the Business user

Step -1 Using the left navigation button select user verification and then RBI user master. All pending approvals for eKYC would be displayed.



Step 2: Click on the View Button to see all the details for the Business User.

<u>File Edit View History Bookmarks Tools H</u> elp				- 5 ×
User Details X Reserve Bank of India - Free	quently : X Search File Return X	RBI FDI 🛛 🕹 🚺	Pahadekar, Monika - Outlook 🗸 🖌 [🛾 Login to FED-InterLinking App $ imes +$
(←) → ℃ ŵ ① 10.28.2.180:77	785/smfbu/faces/pages/serverTwoPages/userDeta	ls.xhtml?menuRedirect=Y	80% … 🛡 🏠	<u>↓</u> II\ 🗊 =
Amost Visited 🐞 Getting Started 🖨 firms 🖨 UAT SMF	UAT SMFBU 💮 Reserve Bank of India			
बारतीय रिज़ार्य बैंक Reserve Bank of India India's Central Bank				Home Change Password Logou Welcome citil0000003
User Master				🖌 Approve 🗙 Reject 🖌 Back
User Type	User Name	First Name	Middle Name	
BUSINESS USER	retrt	testuser		
Last Name	Bank Name	Bank Account No	Company PAN No	
test	CITI BANK	32532346	GHJKL2345M)
IFSC Code	Company CIN / LLPIN	Phone No	Email Id	
CITI0000003	U23000KA2002PTC123456	2353464578	mpahadekar@rbi.org.in	
Company Address	Company Account No	_		
dgvdfx	972350372455]		
ᆂ Download				
retrt1535441434086.pdf				
Remarks				
	© 2018 Powered by - HTC Global Servi	ces Pvt. Ltd. www.htcinc.com, Version 2.0		
Search the web and Windows		D launc 🗑 User Ma 🗑 cut - Wor	rd 🛃 User Det 📆 testing 12	스 선생 문 한파 🚍 ENG 7:24 PM
Search the web and windows			testingiz	US 8/31/2018

Step 3: Download the authority letter using download button.

Step 4: Verify the details as entered with the authority letter. Approve or Reject the registration accordingly. An email notification would be sent to the applicant accordingly.

AD bank will have 3 working days for verifying the eKYC of the Business User.

Verifying the filed forms

Step 1 : Using the left Navigation button go to File return and then to Approve form

Step 2 : Select the return type, enter the from and to date and select the status as pending approval and click on search return.

dit <u>V</u> iew Hi <u>s</u> tory <u>B</u> ookmarks <u>T</u> ools	Help			
ve File Return X Reser	rve Bank of India - Frequently : 🗙 🛛 Search File Return	× RBI FDI	🗙 🛛 🧕 🗙 Pahadekar, Monika - Outlook 🗸	🗙 🛛 🥘 Login to FED-InterLinking Appl 🗙
→ C' û	10.28.2.180:7785/smfbu/faces/pages/FileReturn	n/approval.xhtml?menuRedirect=Y	80% 🛡 1	☆ ⊻ II\ 🖸
ost Visited 🐞 Getting Started 🕲 firm	ns 🔘 UAT SMF 🔘 UAT SMFBU 🌐 Reserve Bank of In	ndia		
				Home Change Password
भारतीय रिज़र्व बैं Reserve Bank of Inc	ক lia			Home Change Password Welcome citi0000
India's Central B	ank			
Approve Returns				
Return Type*				
Form FC-GPR	~			
Select	To Date*			
Form FC-GPR				
Form FC-TRS	Status			
Form LLP-I Form LLP-II	PENDING APPROVAL	~		
Form ESOP		M		
Form CN				
Form DRR				
Form DI	Company Name	CIN Number	RBI Remarks	Status
Form InVi		No records found.		
		(1 of 1) 14 44 147 141		
	6 2018 Pr	owered by : HTC Global Services Pvt. Ltd. www.htcinc.com. Versi	ion 2.0	
Search the web and Windows	[]] data 🛱			ng12 🛆 flx 🖅 🍋 🚍 ENG 7:28
search the web and windows		User Ma.		ng12 ^ Q× 🖓 🥶 📮 US 8/31/.

All form of the return type would be displayed. Select the form as desired. The form will open up with all details as filed by the Business user along with the Entity details and Check list.

Step 3: Go through the details as filed by the Business User and verify the same with attached documents.

Procedure of scrutiny: The checklist provides the details that needs to be verified for acknowledging the filed return. A set of checklist as applicable to that particular return is being provided to the AD bank along with the filed form. AD bank is required to check only those details and if found to be in order, approve the return. In case the Business user has not provided the details, AD Bank shall reject the form.

It may be noted that there is no provision for resending or attaching any clarification once the form is submitted. Therefore, AD may take due caution while approving or rejecting the same.

In exception cases where for the specific reasons the AD needs to refer the form to RBI, AD may select the Regional Office from the drop down menu, enter the reasons for referring it to RBI under "remarks" field and click on Send to RBI.

RBI would provide the advice on whether the form be approved or rejected to the AD bank. The final acknowledgement and rejection would be then made, accordingly, by AD bank.

AD bank will have only 5 working days for approving or rejecting the form or sending it to RBI.

8. Contact Us

Helpdesk for FIRMS to receive queries from stakeholders regarding entries to be made in FIRMS.

FIRMS Helpdesk Team

Please <u>click here</u> to send email.

for technical queries : Please <u>click here</u> to send email.

Telephone Number (022 – 22601000 - Extn: 2617)