

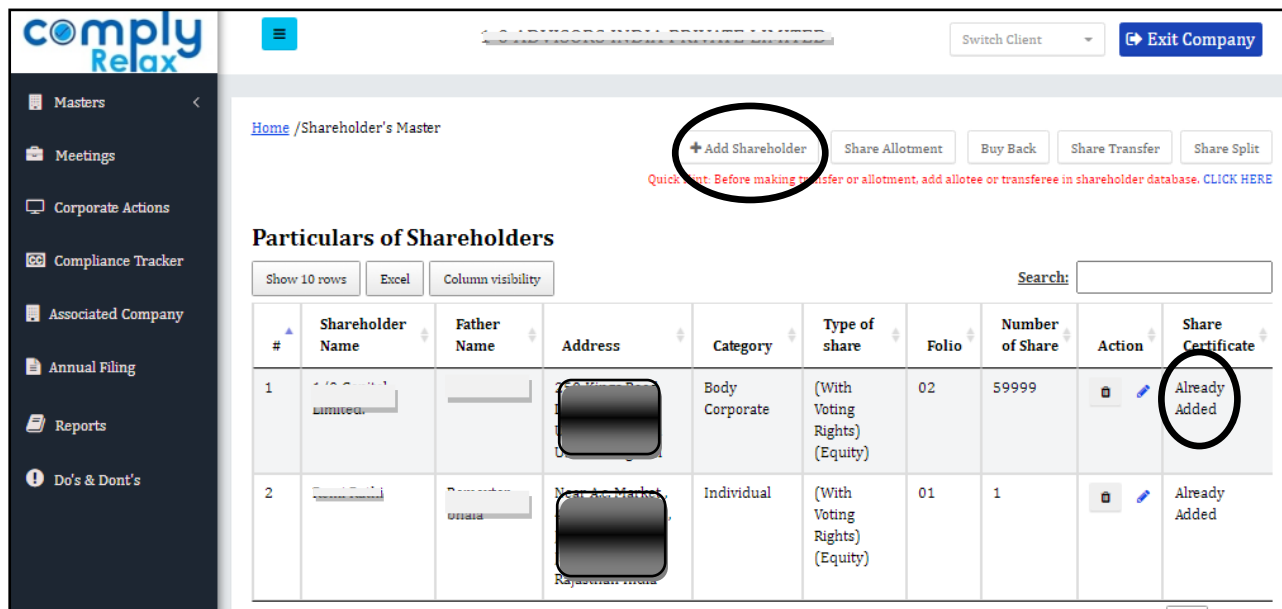
Preparation of Register of Member

You may prepare register of members of your clients from the dashboard very easily. Follow these steps for register preparation:

- Update the capital structure of the company.

Dashboard ⇒ **Clients** ⇒ **Compliance Manager** ⇒ **Master** ⇒ **Capital Structure**

- Add shareholders as on the date as you wish to prepare register from.



comply Relax

10 ADVISORS INDIA PRIVATE LIMITED

Switch Client Exit Company

Home / Shareholder's Master

+ Add Shareholder Share Allotment Buy Back Share Transfer Share Split

Quick hint: Before making transfer or allotment, add allottee or transferee in shareholder database. [CLICK HERE](#)

Particulars of Shareholders

Show 10 rows Excel Column visibility Search:

#	Shareholder Name	Father Name	Address	Category	Type of share	Folio	Number of Share	Action	Share Certificate
1	10 ADVISORS INDIA PRIVATE LIMITED			Body Corporate	(With Voting Rights) (Equity)	02	59999		Already Added
2				Individual	(With Voting Rights) (Equity)	01	1		Already Added

- Add the share certificates details of these shareholders
- After that add all the transactions as may have happened i.e. Allotment, Transfer etc.
- Keep on adding the share certificate details as and when you are making any entry of allotment or transfer or share split.
- You can generate the register here:

Dashboard ⇒ **Clients** ⇒ **Compliance Manager** ⇒ **Reports** ⇒ **Statutory Register** ⇒ **MGT-1**

*You may generate the register of various class as well.