

Preparation of Register of Charges

We have added register of charges in the dashboard. You can very easily prepare register of charges now by just uploading the charge forms. After that your register will be ready for download.

Dashboard ⇒ Client ⇒ Compliance Manager ⇒ Reports

Firstly update the Index of charges, if not updated.

*Quick Hint: For creating register if charges update index of charge and upload all charge forms.

#	Charge ID	Creation Date	Modification Date	Satisfaction Date	Amount (Rs)	Charge Holder	Status
1		15/03/2021	-	-	67,000,000	Axis Bank Limited	OPEN
2		28/11/2019	-	-	97,500,000	Axis Bank Limited	OPEN
3		26/09/2019	-	-	12,500,000	HDFC BANK LIMITED	OPEN
4		22/08/2019	15/04/2021	-	100,000,000	HDFC BANK LIMITED	OPEN
5		13/06/2019	-	21/12/2019	2,500,000	Axis Bank Limited	CLOSED
6		13/06/2019	16/12/2020	-	402,500,000	Axis Bank Limited	OPEN

Upload E-forms

Select the Charge Id and choose file for uploading.

*Quick Hint: Charge ID is required to be selected for charge creation forms only and not for modification or satisfaction.

Upload all E-forms of Charge here.

Charge ID: Select Charge ID Choose Form: Choose File No file chosen UPLOAD

List of Uploaded forms

#	Charge ID	Creation Date	Modification Date	Satisfaction Date
1	▼	25/10/2012	-	-
2		-	14/10/2013	-
3		-	25/01/2014	-

After uploading all the forms go to generate register button and your charge register will be downloaded.