## ComplyRelax's Updates



## Add Company's Former name in letterhead

As per the relevant provisions of Companies Act 2013, where a company has changed its name or names during the last two years, it shall display the former name or names so changed during the last two years on the letterhead of the company.

We have added the option for adding the former name of company in its master and the same shall be displayed on the letterhead of the company in the documents as prepared from the dashboard.

## How to add the former name?

Dashboard ⇔ Clients ⇔ Compliance Manager ⇔ Company Master ⇔ Click on View more button ⇔ Add the Previous Name and submit

comply Relax	=	NELLA DIDUANI DDUATE LIN		Switch Client - Exit Company
	ate of Incorporation	1.1.1.1.0.1.1.0	Company Contact No	Contact Number
Meetings     P     Corporate Actions	AN	PAN	TAN	TAN
	RN No.	BRN Number	Food Licence No	Food Licence Code
Associated Company	ISME No.	MSME Number	Import Export Code	Import Export Code
🖹 Annual Filing	rade Mark No.	Trademark Number	Website	Website
	ST No.	GST Number	Corporate Address	Corporate Address
DMS Do's & Dont's	o you want to download the docun	nents with letterhead?  Ves O No	Has the name of compa	ny changed? 🔍 Yes 🔿 No
	revious Name		Effective date of change	
	Update View-Less			
		Add Previous Name here.		
				Private Circulation o