

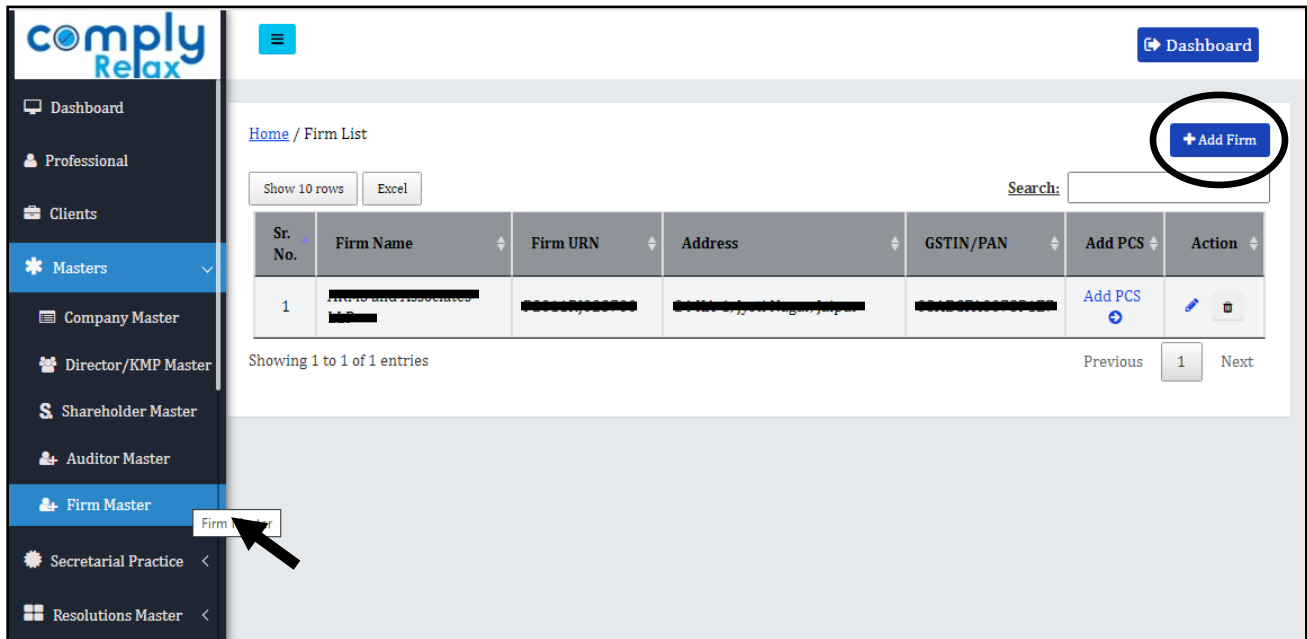
Preparation of MGT-8

We have added the facility for preparing MGT-8. You can follow the below mentioned steps to access this feature.

ADD FIRM:

You have to add the particulars of firm and partners first for using this data in multiple documents.

Dashboard ⇒ Masters ⇒ Firm Master ⇒ Add Firm
⇒ Add particulars & Submit



After adding the firm and partners details you may open the company for which you want to prepare MGT-8.

You can add more partners using the "Add firm" button.

You can also edit the existing details using the **edit** and **delete** button as available with the name of every partner.

PREPARE MGT-8:

After adding the particulars of firm and partner go to the company for preparing the MGT-8.

Dashboard ⇒ Client ⇒ Compliance Manager ⇒ Annual Filing ⇒ MGT-8

Click on "Prepare MGT-8", you will be redirected to the following screen. Here you can enter all the details as shown in the image and

S.No.	Particular	Your Response	Remarks
A	The Annual Return states the facts as at the close of the aforesaid financial year correctly and adequately	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA	
B	During the aforesaid financial year the Company has complied with provisions of the Act & Rules made there under in respect of -		

All the points as prescribed in the format of MGT-8 are incorporated here. You can choose Yes No or NA as your response and also add remark for every point separately. After submitting this your documents will be prepared.

You can edit and download the same using the Edit and Download button as shown in the figure.

Sr. No.	Financial Year	Certified by	UDIN	Action
1	2020-21	[Redacted]	[Redacted]	

Showing 1 to 1 of 1 entries