

LLP MODULE

Dear Users,

We are glad to inform you that LLP module has been added to the dashboard. You can now add LLP's details and create master LLP specific.

All the features added so far are discussed in the article below in brief.

Adding LLP:

Process to add a Limited Liability Partnership is similar to adding a company.

Dashboard ⇒ Client ⇒ Add Company

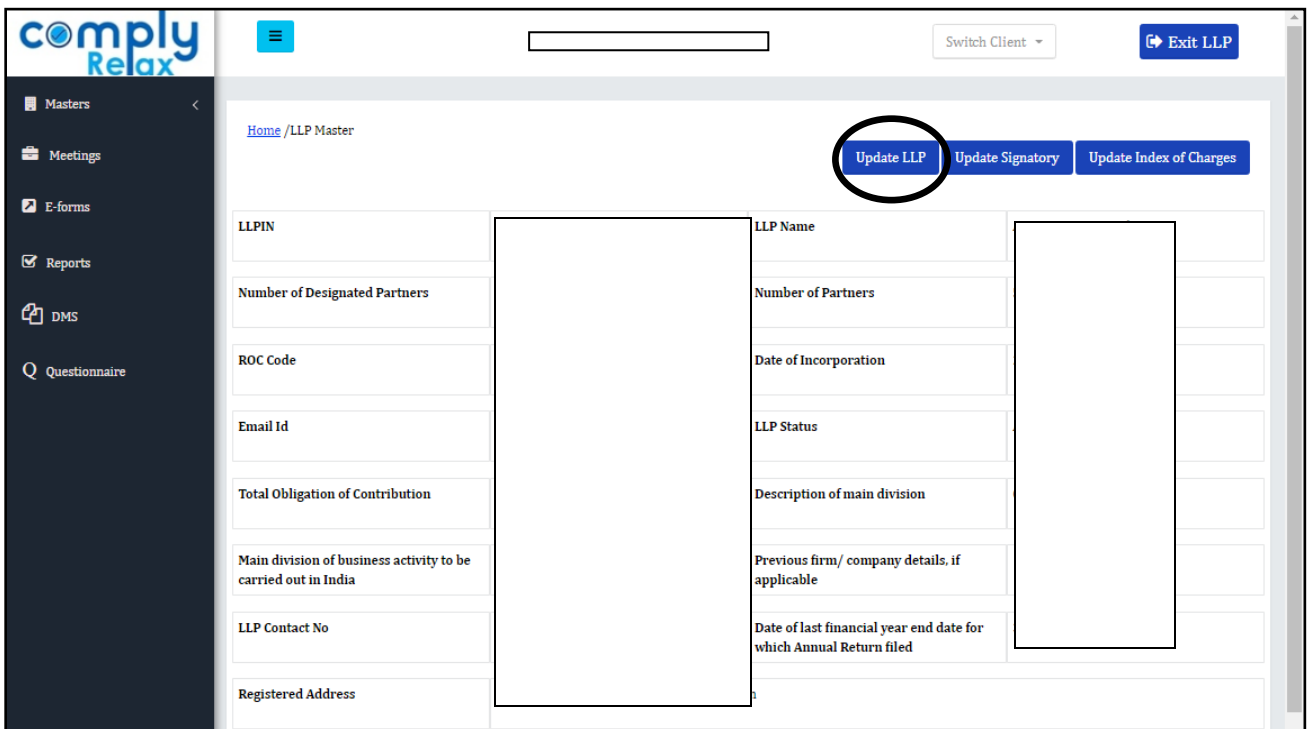
OR

Dashboard ⇒ Masters ⇒ Add Company

Creation of Master:

Dashboard ⇒ Client ⇒ Select Company/LLP ⇒ Compliance Manager ⇒ Masters

In LLP's master all details available on MCA as fetched will be displayed on your screen. You can update the same with latest data from MCA by clicking on the **Update LLP** button.

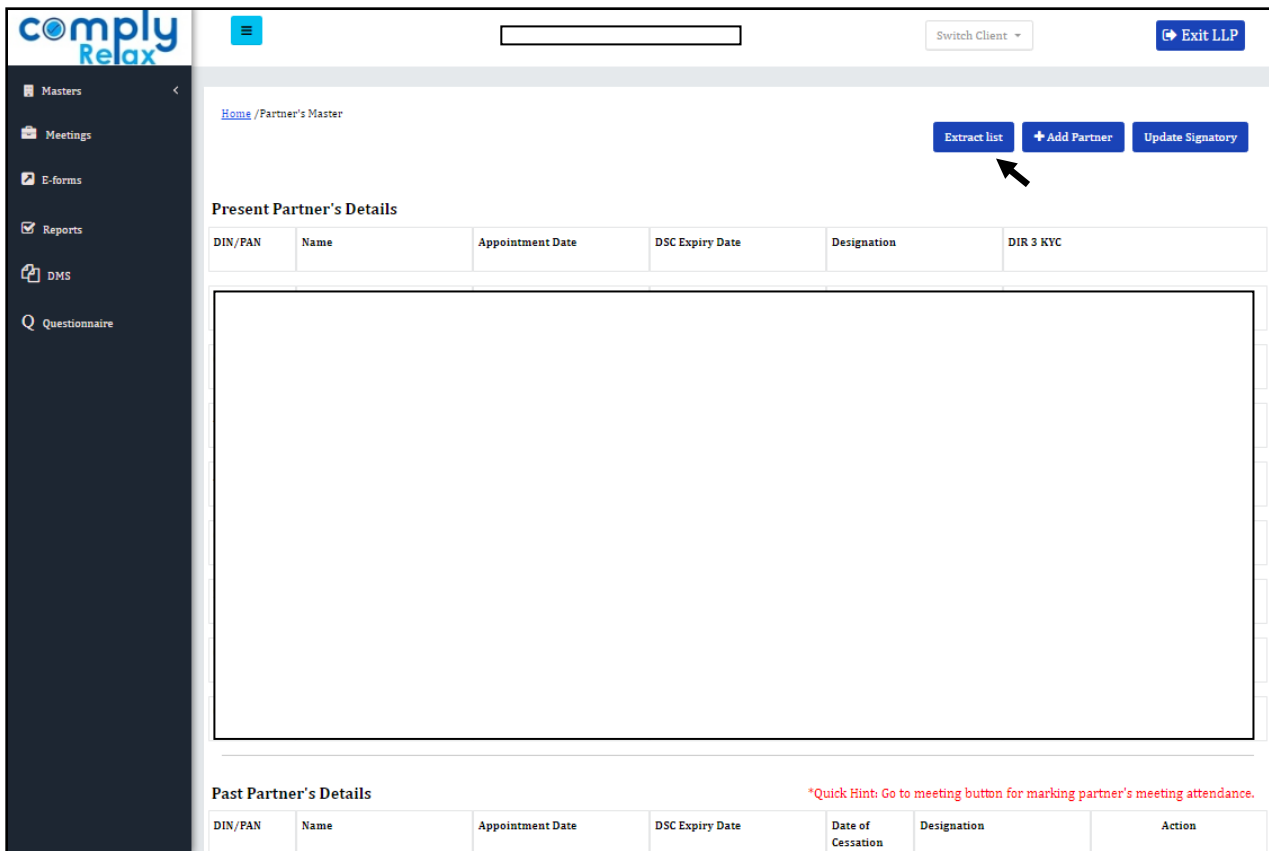


Adding partner's master:

For adding partner's information go to partner's master:

Information of designated partners as available on MCA (such as name, DIN, date of appointment, DSC expiry date etc.) will be fetched along with the master data automatically.

For adding more partners, click on the **"Add Partner"** button. You can enter the DIN, if available and pre-fill the same. If DIN is not available you will have to enter the PAN and all the information manually.



You can also add particulars of past partners for record purpose or for preparing any documents of previous dates.

While adding partners detail add the date of cessation and then it will start appearing under past partner's detail section.

You can also extract the list of partners date wise using the **"Extract List"** button.

Adding Partner's Contribution:

You can add date wise contributions details and partner's sharing ratio. Click on **"Add Bifurcation"** button.

Following window will open, you can add the contribution amount and bifurcation of same.

Home / Contribution Bifurcation / Add Contribution Bifurcation

The Contrition of the LLP as per MCA data is Rs. . Kindly add the ratio of sharing the contribution among all the partners. Back

Event Date

Name	Designation	% of sharing	Contribution amount	
Select Contributories	<input type="text" value="Designation"/>	<input type="text" value="% of sharing"/>	<input type="text" value="Contribution amount"/>	+

Submit

All the entries made by you will be displayed in list format as shown below:

Switch Client
Exit LLP

- Masters
- Meetings
- E-forms
- Reports
- DMS
- Questionnaire

Home / Contribution Bifurcation Generate Report Add Bifurcation

PARTICULARS OF LLP CONTRIBUTION *Quick Hint: Add datewise all the changes in the sharing ratio of the partners here.

Sr. No.	Event date	Total contribution	No. of Contributories	Last modified date	Edit	Delete
1	27/01/2020	40000	8	16/02/2022	✎	✖
2	21/07/2018	40000	12	16/02/2022	✎	✖
3	11/08/2017	40000	6	16/02/2022	✎	✖
4	25/03/2015	40000	4	16/02/2022	✎	✖

PARTICULARS OF CONTRIBUTORIES AS ON 27/01/2020

Sr. No.	Name	Designation	% of sharing	Contribution amount
1			0.55	220
2			22	8800
3			22	8800
4			53.2	21280
5			0.6	240
6			0.55	220

You can also generate a report of all changes made in the contribution or sharing ratio using the **"Generate Report"** button.

You will be redirected to following screen once you click on **Generate Report** button.

Reg. Office:-

Bifurcation of Contribution as on 27/01/2020

Total Contribution	40000	No. of Contributories	8
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Sr. No.	Name of Contributory	Designation	Amount	% of sharing
1		Associate Partner	220	0.55
2		Designated Partner	8800	22
3		Designated Partner	8800	22
4		Designated Partner	21280	53.2
5		Associate Partner	240	0.6
6		Associate Partner	220	0.55
7		Associate Partner	220	0.55
8		Associate Partner	220	0.55
Total			40000	100

Bifurcation of Contribution as on 21/07/2018

Total Contribution	40000	No. of Contributories	12
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Sr. No.	Name of Contributory	Designation	Amount	% of sharing
1		Associate Partner	220	0.55
2		Designated Partner	8800	22
3		Designated Partner	8800	22

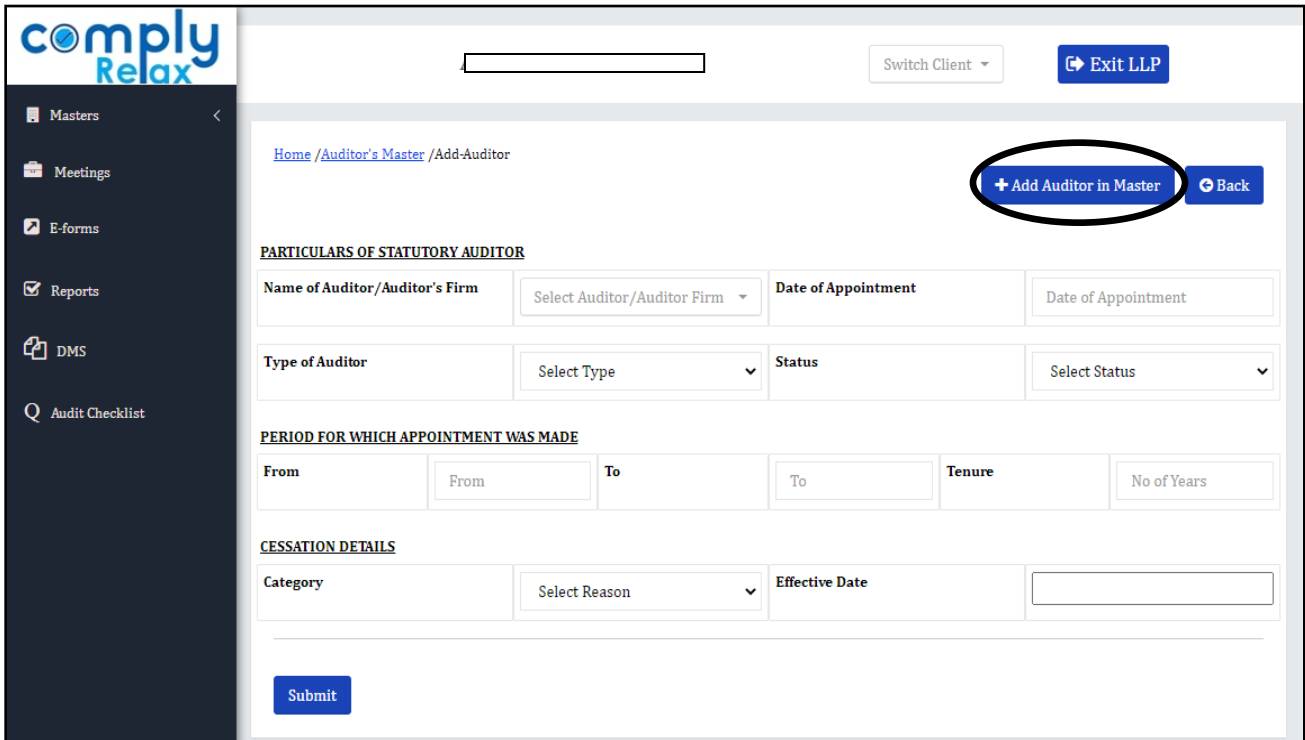
All entries added in the contribution window will appear in this report in a table format.

You can download this report in excel or PDF format according to your requirement.

Adding Auditor's Master:

If any auditor is appointed for the LLP, that can be added in the auditor master.

When you click on **Add Auditor** button following window will appear:



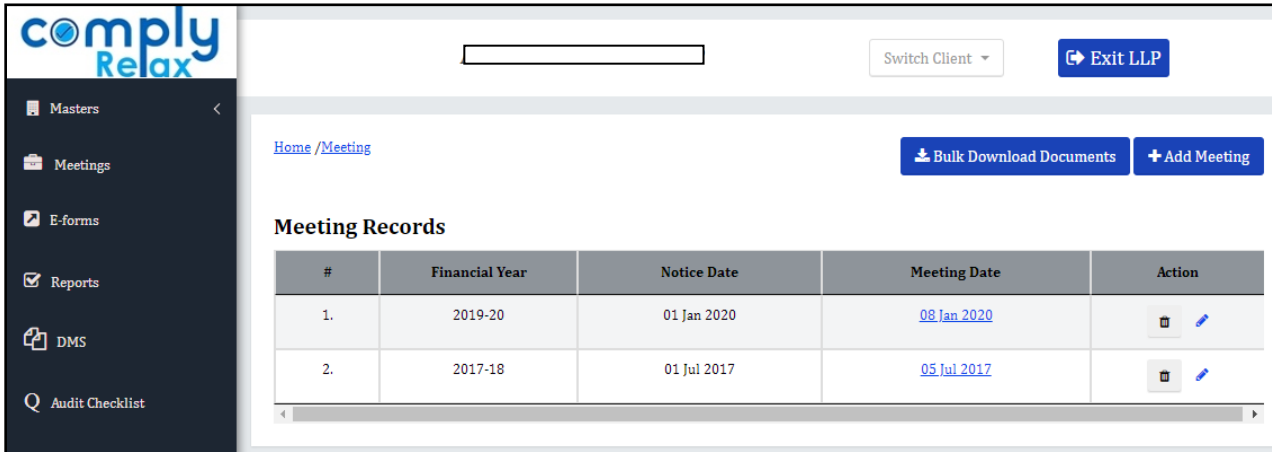
You can select the auditor and fill necessary information.

You can also add new auditor in the master using the **Add Auditor in Master** button as shown in the image.

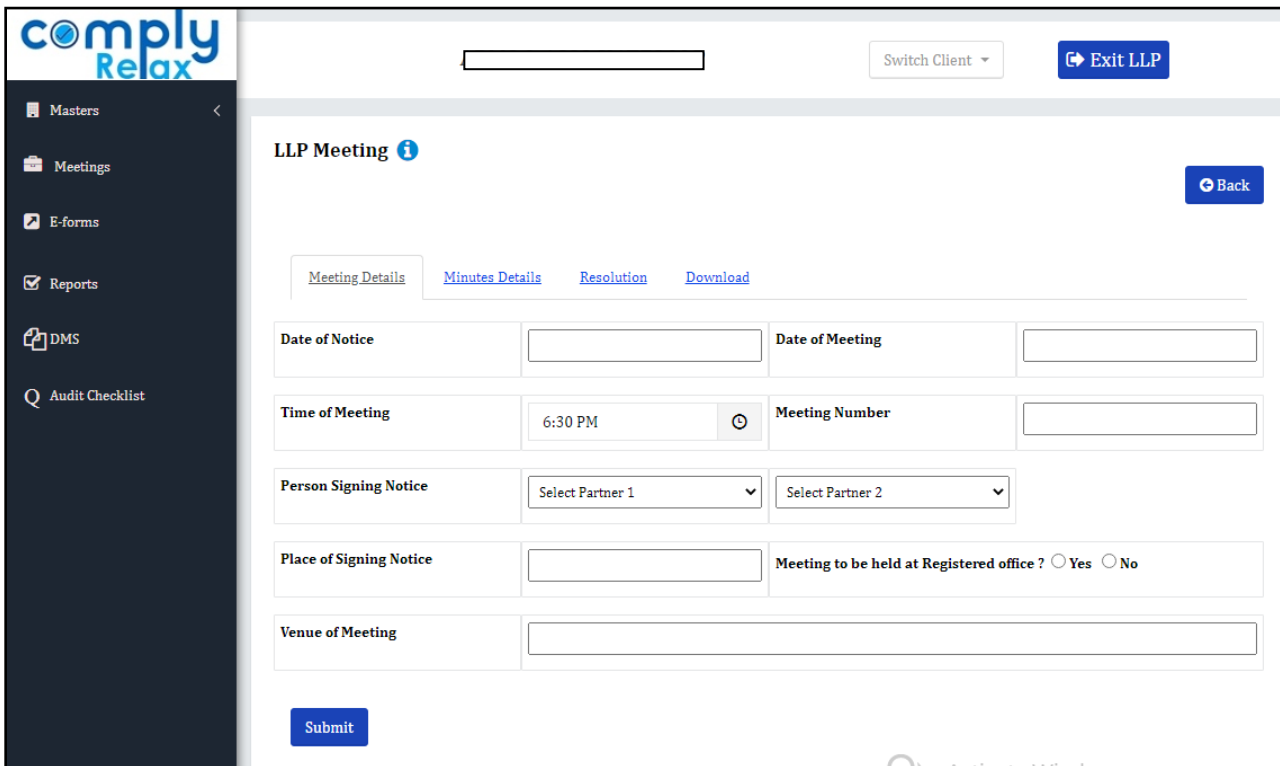
Creating Meeting Records:

You can create meeting records of LLP meetings using the meeting feature.

Click on **Add Meeting** button for adding new meeting.



When you click on the add meeting button, following window will appear:



You can fill necessary information in all the tabs as shown in the above figure. You can go to the download section for downloading the documents in word or PDF file as per your requirement.