

GENERATE COMPANY INCORPORATION DOCUMENTS

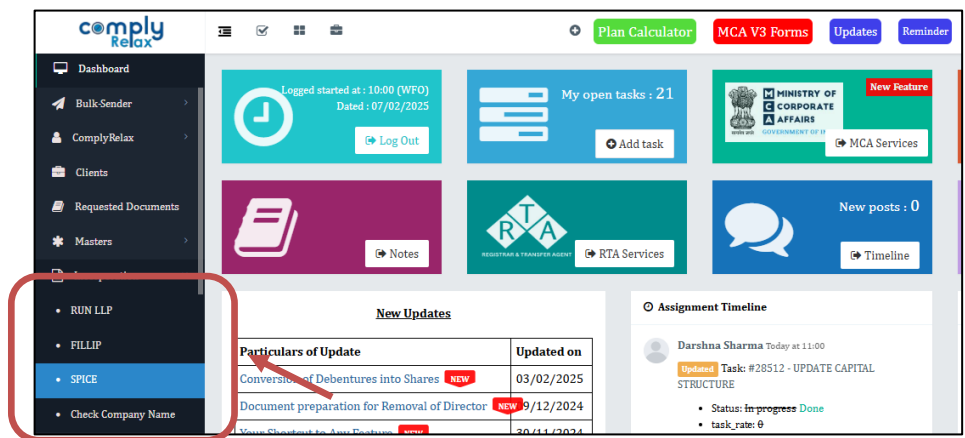
Dear users,

We're excited to introduce a brand-new feature to enhance your experience! Now, you can generate the Documents of Incorporation through the form data.

On ComplyRelax portal, you may create the form for Incorporation, and after that your documents will be auto generated by the system with your saved data.

How to Create Incorporation Forms:

Click on the Incorporation tab. -> Choose FILLIP or SPICE based on your requirement. ->If selecting SPICE, you can either: **Reserve a Name first, or Proceed directly with Incorporation.**



Important Notes:

*To prepare SPICE Part B, ensure Part A is filed through ComplyRelax.

*If you applied for a name via SPICE Part A on ComplyRelax and it was approved by MCA, update the MCA transaction to get the relevant SRN. Once updated, you will see the Mini Dashboard in your SPICE section.

How to download the documents through Incorporation Forms:

TITLE OF DOCUMENT	SIGNING DATE	SIGNING PLACE	VIEW	WORD FILE	PDF FILE
Subscriber Sheet MOA	<input type="text" value="Signing Date"/>	<input type="text" value="Signing Place"/>	View	Word File	PDF File
Subscriber Sheet AOA	<input type="text" value="Signing Date"/>	<input type="text" value="Signing Place"/>	View	Word File	PDF File
Form No. INC-9	<input type="text" value="Signing Date"/>	<input type="text" value="Signing Place"/>	View	Word File	PDF File
NOC Registered Office			View	Word File	PDF File
MEMORANDUM OF ASSOCIATION (MOA)			View	Word File	PDF File
ARTICLES OF ASSOCIATION (AOA)			View	Word File	PDF File
DIR-2 & DIR-8/MBP-1					
Ghanshyam Sharma	<input type="text" value="Signing Date"/>	<input type="text" value="Signing Place"/>	View	Word File	PDF File
Sandeep Chaturvedi	<input type="text" value="Signing Date"/>	<input type="text" value="Signing Place"/>	View	Word File	PDF File

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You will be able to download the documents from the SPICE window itself, first complete all forms then try downloading the documents.

Please reach out to us if you need any assistance: +91 99298 22200, Call & WhatsApp both available, complyrelax@gmail.com.