



FNC 1
(Part III, para 1)

A. General Instructions to Applicants :

The application Form only should be completed and submitted to the Chief General Manager -in- Charge, Foreign Exchange Department (Foreign Investment Division), Reserve Bank of India, Central Office, Mumbai-400001.

B. Documentation :

- i) English version of the certificate of incorporation/registration or Memorandum & Articles of Association attested by Indian Embassy/Notary Public in the country of registration.
- ii) Latest Audited Balance Sheet of the applicant company/firm.
- iii) In case of Project Office documentary evidence that the Project is funded by bilateral or multilateral International Financing Agencies **OR** the project has been cleared by the concerned regulatory authority **OR** the Indian company has been granted term loan for the concerned Project by a Financial Institution or a Bank in India.

1. i) Full name and address of the applicant company/firm [State whether the applicant is a proprietary concern or partnership firm or limited company or public sector undertaking or any other organisation (Please specify).

ii) Date and Place of incorporation / registration.

2. Details of capital

i) Paid-up capital _____divided into
_____shares of _____ each

ii) Free Reserves as per
last audited Balance Sheet

3. Brief description of the activities of the applicant.



4. FOR LIAISON / BRANCH OFFICE

- i) Value of goods imported from and / or exported to India by the applicant during each of the last three years:
 - a) Imports from India
 - b) Exports to India
- ii) Particulars of existing arrangements if any, for representing the company in India.
- iii) Particulars of the proposed Branch/ Liaison Office
 - a) Details of the activities/services proposed to be undertaken/ rendered by the office.
 - b) Place where the office will be located.

5. FOR PROJECT OFFICE

If the office is to be opened on a temporary basis in connection with any specific project or contract to be executed in India by the applicant :

- i) Brief description of the project / contract, including terms of payment / duration, etc.
- ii) Place where the office will be located
- iii) Whether the project office is funded entirely by inward remittances or by any other source specified at B (iii)

6. Any other information which the applicant company wishes to furnish in support of this application.

We hereby declare that :

- i) The particulars given above are true and correct to the best of our knowledge and belief;



- ii) Our activities in India would be confined to the fields indicated in column 4(iii)(a) or 5(i)above;
- iii) If we shift the office to another place, we shall intimate the Reserve Bank of India; and
- iv) We will abide by the terms and conditions that may be stipulated by Reserve Bank of India if approval is given.

Place :

(Signature of Authorised Official
of the Applicant Company)

Name:

Date:

Designation:



Appendix

List of Important Circulars/Notifications which have been consolidated in the Master Circular on Foreign Investments / Acquisition of Immovable property in India/ Establishment of Branch, Liaison and Project Offices in India and investments in proprietary / partnership firms

Notifications

Sl.No.	Notification	Date
1.	No. FEMA 32/2000-RB	December 26, 2000
2.	No. FEMA 35/2001-RB	February 16, 2001
3.	No. FEMA 41/2001-RB	March 2, 2001
4.	No. FEMA 45/2001-RB	September 20, 2001
5.	No. FEMA 46/2001-RB	November 29, 2001
6.	No. FEMA 50/2002-RB	February 20, 2002
7.	No. FEMA 55/2002-RB	March 7, 2002
8.	No. FEMA 62/2002-RB	May 13, 2002
9.	No. FEMA 64/2002-RB	June 29, 2002
10.	No. FEMA 65/2002-RB	June 29, 2002
11.	No. FEMA 76/2002-RB	November 12, 2002
12.	No. FEMA 85/2003-RB	January 17, 2003
13.	No. FEMA 93/2003-RB	June 9, 2003
14.	No. FEMA 94/2003-RB	June 18, 2003
15.	No. FEMA 100/2003-RB	October 3, 2003
16.	No. FEMA 101/2003-RB	October 3, 2003
17.	No. FEMA 106/2003-RB	October 27, 2003
18.	No. FEMA 108/2003-RB	January 1, 2004
19.	No. FEMA 111/2004-RB	March 6, 2004
20.	No.FEMA.118/2004-RB	June 29, 2004
21.	No.FEMA.122/2004-RB	August 30, 2004
22.	No.FEMA.125./2004-RB	November 27, 2004
23.	No.FEMA.130/2005-RB	March 17, 2005
24.	No.FEMA.131/2005-RB	March 17, 2005
25.	No.FEMA.138/2005-RB	July 22, 2005
26.	No. FEMA.136 /2005-RB	July 19, 2005
27.	No. FEMA.137/2005- RB	July 22, 2005
28.	No.FEMA.138/2005-RB	July 22, 2005
29.	No. FEMA.149/2006-RB	June 9, 2006
30.	No. FEMA.153/2006-RB	May 31, 2007
31.	No. FEMA.167/2007-RB	October 23, 2007
32.	No. FEMA.170/2007-RB	November 13, 2007
33.	No. FEMA.179/2008-RB	August 22, 2008



Circulars		
Sl.No.	Circulars	Date
1.	A.P.DIR(Series) Circular No.14	September 26, 2000
2.	A.P.DIR(Series) Circular No.24	January 6, 2001
3.	A.P.DIR(Series) Circular No.26	February 22, 2001
4.	A.P.DIR(Series) Circular No.32	April 28, 2001
5.	A.P.DIR(Series) Circular No.13	November 29, 2001
6.	A.P.DIR(Series) Circular No.21	February 13, 2002
7.	A.P.DIR(Series) Circular No.29	March 11, 2002
8.	A.P.DIR(Series) Circular No.1	July 2, 2002
9.	A.P.DIR(Series) Circular No.5	July 15, 2002
10.	A.P.DIR(Series) Circular No.19	September 12, 2002
11.	A.P.DIR(Series) Circular No.35	November 1, 2002
12.	A.P.DIR(Series) Circular No.45	November 12, 2002
13.	A.P.DIR(Series) Circular No.46	November 12, 2002
14.	A.P.DIR(Series) Circular No.52	November 23, 2002
15.	A.P.DIR(Series) Circular No.56	November 26, 2002
16.	A.P.DIR(Series) Circular No.67	January 13, 2003
17.	A.P.DIR(Series) Circular No.68	January 13, 2003
18.	A.P.DIR(Series) Circular No.69	January 13, 2003
19.	A.P.DIR(Series) Circular No.75	February 3, 2003
20.	A.P.DIR(Series) Circular No.88	March 27, 2003
21.	A.P.DIR(Series) Circular No.101	May 5, 2003
22.	A.P.DIR(Series) Circular No.10	August 20, 2003
23.	A.P.DIR(Series) Circular No.13	September 1, 2003
24.	A.P.DIR(Series) Circular No.14	September 16, 2003
25.	A.P.DIR(Series) Circular No.19	September 23, 2003
26.	A.P.DIR(Series) Circular No.28	October 17, 2003
27.	A.P.DIR(Series) Circular No.35	November 14, 2003
28.	A.P.DIR(Series) Circular No.38	December 3, 2003
29.	A.P.DIR(Series) Circular No.39	December 3, 2003
30.	A.P.DIR(Series) Circular No.43	December 8, 2003
31.	A.P.DIR(Series) Circular No.44	December 8, 2003
32.	AP (DIR Series) Circular No.53	December 17, 2003
33.	A.P.DIR(Series) Circular No.54	December 20, 2003
34.	A.P.DIR(Series) Circular No.63	February 3, 2004
35.	A.P.DIR(Series) Circular No.67	February 6, 2004
36.	A.P.DIR(Series) Circular No.89	April 24, 2004
37.	A.P.DIR(Series) Circular No.11	September 13, 2004
38.	A.P.DIR(Series) Circular No.13	October 1, 2004
39.	A.P.DIR(Series) Circular No.15	October 1, 2004



40	A.P.DIR(Series) Circular No.16	October 4, 2004
41.	A.P.DIR(Series) Circular No.39	April 25, 2005
42.	A.P.DIR(Series) Circular No.44	May 17, 2005
43.	AP (DIR Series) Circular No. 04	July 29, 2005
44.	A.P. (DIR Series) Circular No. 06	August 11, 2005
45.	A.P. (DIR Series) Circular No. 07	August 17, 2005
46.	A.P. (DIR Series) Circular No. 08	August 25, 2005
47.	A. P. (DIR Series) Circular No. 10	August 30, 2005
48.	A.P. (DIR Series) Circular No. 11	September 05, 2005
49.	A.P. (DIR Series) Circular No.16	November 11, 2005
50.	A.P.(DIR Series) Circular No. 24	January 25, 2006
51.	A.P.(DIR Series) Circular No. 4	July 28, 2006
52.	A.P.(DIR Series) Circular No. 5	August 16, 2006
53.	A.P.(DIR Series) Circular No. 12	November 16, 2006
54.	A.P.(DIR Series) Circular No. 25	December 22, 2006
55.	A.P.(DIR Series) Circular No. 32	February 8, 2007
56.	A.P.(DIR Series) Circular No. 40	April 20, 2007
57.	A.P.(DIR Series) Circular No. 62	May 24, 2007
58.	A.P.(DIR Series) Circular No. 65	May 31, 2007
59.	A.P.(DIR Series) Circular No. 73	June 8, 2007
60.	A.P.(DIR Series) Circular No. 74	June 8, 2007
61.	A.P.(DIR Series) Circular No. 2	July 19, 2007
62.	A.P.(DIR Series) Circular No. 20	December 14, 2007
63.	A.P.(DIR Series) Circular No. 22	December 19, 2007
64.	A.P.(DIR Series) Circular No. 23	December 31, 2007
65.	A.P.(DIR Series) Circular No. 40	April 28, 2008
66.	A.P.(DIR Series) Circular No. 41	April 28, 2008
67.	A.P.(DIR Series) Circular No. 44	May 30, 2008
68.	A.P.(DIR Series) Circular No. 02	July 31, 2008
69.	A.P.(DIR Series) Circular No. 25	October 17, 2008
70.	A.P.(DIR Series) Circular No. 63	April 22, 2009