

FNC

A. General Instructions

The form shall be completed and submitted to the **AD Category - I bank designated** by the applicant for onward transmission to the Chief General Manager-in-Charge, Reserve Bank of India, Foreign Exchange Department, Foreign Investment Division, Central Office, Fort, Mumbai – 400001 along with the documents mentioned in item (vii) of the Declaration.

No	Details	Particulars
1.	Full name and address of the applicant Date and Place of incorporation / registration. Telephone Number(s): Fax Number(s): E-mail ID:	
2.	Details of capital i) Paid-up capital ii) Free Reserves/Retained earnings as per last audited Balance Sheet iii) Intangible assets, if any	
3.	Brief description of the activities of the applicant	
4.	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 the existing arrangements, if any, for representing the company in India iii) Particulars of the proposed Liaison/ Branch Office a) Details of the activities / services proposed to be undertaken / rendered by the office. b) Place where the office will be located. c) Phone number d) E-mail ID e) Expected number of employees (with number of foreigners)	

5.	i) Name & address of the Banker of the applicant in the home country ii) Telephone & Fax Number ii) e-mail ID	
6.	Any other information which the applicant company wishes to furnish in support of this application	
7.	For Non-profit / Non-Government Organisations: (i) Details of activities carried out in the host country and other countries by the applicant organisation (ii) Expected level of funding for operations in India (iii) Copies of the bye-laws, Articles of Association of the organisation.	

DECLARATION

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 activities indicated in column 4(iii)(a) above.
- iii) If we shift the office to another place, we shall intimate the designated AD Category - I bank and the Reserve Bank.
- iv) We will abide by the terms and conditions that may be stipulated by the Government of India / Reserve Bank / designated AD Category - I bank from time to time.
- v) We, hereby commit that we do not have any objection to a report / opinion sought from our bankers abroad by the Government of India / Reserve Bank of India.
- vi) We understand that the approval, if granted, is from FEMA angle only. Any other approvals / clearances statutory or otherwise required from any other Government Authority / Department / Ministry will be obtained before commencement of operations in India.
- vii) We have no objection to the Reserve Bank of India placing the details of approval in public domain.

viii) We enclose the following documents:

1. Copy of the Certificate of Incorporation / Registration attested by the Notary Public in the country of registration.
[If the original Certificate is in a language other than English, the same may be translated into English and notarized as above, and cross verified/attested by the Indian Embassy/ Consulate in the home country].
2. Latest Audited Balance sheet of the applicant company.
[If the applicants' home country laws/regulations do not insist on auditing of accounts, an Account Statement certified by a Certified Public Accountant (CPA) or any registered Accounts practitioner by any name, clearly showing the net worth may be submitted]
3. Bankers' Report from the applicant's banker in the host country / country of registration showing the number of years the applicant has had banking relations with that Bank.

(Signature of Authorised Official of the Applicant Company)

Place:
Date:

Name:
Designation: