

MGT-7A Simplified Annual Return

Small Company Format

For Financial Year 2023-24

FORM MGT-7A CERTIFICATION

Ministry of Corporate Affairs (MCA) Filing

- Form Number:** MGT-7A
- Form Type:** Simplified Annual Return for Small Companies
- Financial Year:** April 1, 2023 - March 31, 2024
- Filing Date:** Within 60 days of AGM
- Reporting Status:** Simplified Return Format
- Report Period:** Annual Financial Year

SECTION 1: COMPANY IDENTIFICATION

1.1 Basic Company Information

Field	Details
Legal Name	[Small Company Name]
Abbreviation	[Company Code]
CIN	[Corporate Identity Number]
Date of Incorporation	[DD/MM/YYYY]
Company Type	Private Limited Company
Category	Small Company
Principal Place of Business	[City/State]

Note: MGT-7A is applicable only to small companies as defined under Section 2(71) of the Companies Act, 2013.

1.2 Registered Office Address

Registered Office:

[Address Line 1]
[Address Line 2]
[City] - [PIN Code]
[State], INDIA

Contact Details	Information
Telephone	[Phone Number]
Email	[Email Address]
Website	[Website URL]

SECTION 2: CAPITAL STRUCTURE

2.1 Authorized Capital

Particulars	Number of Shares	Amount (₹)	Par Value
Equity Shares	[Number]	[Amount]	₹[X] per share
Preference Shares	[Number]	[Amount]	₹[X] per share
Total Authorized	[Total]	[Total Amount]	-

2.2 Issued, Subscribed & Paid-up Capital

Particulars	Number of Shares	Amount (₹)	Status
Issued Equity Shares	[Number]	[Amount]	Fully Paid-up
Paid-up Capital	[Number]	[Amount]	Current

2.3 Changes in Share Capital (FY 2023-24)

Particulars	Opening Balance	Transactions	Closing Balance
Shares Count	[Opening]	[Changes]	[Closing]
Capital (₹)	[Opening]	[Changes]	[Closing]
Transaction Type	-	[Type if any]	-

SECTION 3: SHAREHOLDING PATTERN

3.1 Shareholding Categories

Shareholder Category	Number of Shares	Ownership %
Promoters	[Number]	[%]
Public Shareholders	[Number]	[%]
Employees	[Number]	[%]
Others	[Number]	[%]
Total Shareholders	[Total]	100%

3.2 Total Members Count

Particulars	Count
Individual Members	[Number]
Corporate Members	[Number]
Others	[Number]
Total Members	[Total]

SECTION 4: INDEBTEDNESS

4.1 Secured & Unsecured Loans

Borrowing Type	Amount Outstanding (₹)	Status
Secured Loans	[Amount]	[Status]
Unsecured Loans	[Amount]	[Status]
Debentures	[Amount]	[Status]
Other Liabilities	[Amount]	[Status]
Total Debt	[Total]	-

SECTION 5: MEMBERS & DEBENTURE HOLDERS

5.1 Members Details

Particulars	Count
Total Members	[Number]
Member Changes	[Number]
New Additions	[Number]
Deletions	[Number]

5.2 Debenture Holders

Particulars	Status
Outstanding Debentures	[Amount/Nil]
Number of Debenture Holders	[Number/Nil]

SECTION 6: DIRECTORS & KEY PERSONNEL

6.1 Board of Directors

Director Name	DIN	Designation	Category
[Name 1]	[DIN]	[Designation]	[Type]
[Name 2]	[DIN]	[Designation]	[Type]
[Name 3]	[DIN]	[Designation]	[Type]

6.2 Key Managerial Personnel

Name	Designation
[CEO/Director Name]	Chief Executive Officer / Director
[CFO Name]	Chief Financial Officer (if applicable)
[Company Secretary]	Company Secretary (if applicable)

6.3 Director Changes During FY 2023-24

Change	Director	Date	Reason
[Appointed/Resigned]	[Name]	[Date]	[Reason]

SECTION 7: PRINCIPAL BUSINESS ACTIVITIES

7.1 Main Business Activities

Activity	NIC Code	Revenue Contribution	Status
[Activity 1]	[Code]	[%]	Primary
[Activity 2]	[Code]	[%]	Secondary
[Activity 3]	[Code]	[%]	Minor

SECTION 8: FINANCIAL PERFORMANCE

8.1 Financial Summary

Particulars	FY 2023-24 (₹)	FY 2022-23 (₹)	YoY Growth
Revenue from Operations	[Amount]	[Amount]	[%]
Other Income	[Amount]	[Amount]	[%]
Total Income	[Amount]	[Amount]	[%]
Total Expenses	[Amount]	[Amount]	[%]
Profit Before Tax	[Amount]	[Amount]	[%]
Tax Expense	[Amount]	[Amount]	[%]
Profit After Tax	[Amount]	[Amount]	[%]

8.2 Balance Sheet Summary

Particulars	As at March 31, 2024 (₹)
Total Assets	[Amount]
Total Liabilities	[Amount]
Total Equity	[Amount]
Cash & Equivalents	[Amount]
Current Assets	[Amount]
Current Liabilities	[Amount]

SECTION 9: RELATED PARTY TRANSACTIONS

9.1 Related Parties Identified

Category	Related Party	Relationship
[Type]	[Name]	[Relationship]
[Type]	[Name]	[Relationship]

9.2 Material Related Party Transactions

Transaction Type	Amount (₹)	Status
[Transaction 1]	[Amount]	Approved
[Transaction 2]	[Amount]	Approved
[Transaction 3]	[Amount]	Approved

SECTION 10: SUBSIDIARY COMPANIES

10.1 Subsidiaries & Associates

Particulars	Status
Direct Subsidiaries	[Number/Nil]
Indirect Subsidiaries	[Number/Nil]
Associate Companies	[Number/Nil]

Note: Small companies typically do not have subsidiaries.

SECTION 11: CORPORATE GOVERNANCE

11.1 Board Meetings & Committees

Particulars	Details
Board Meetings Held	[Number]
Meeting Dates	[Dates]
Average Attendance	[%]
Audit Committee	[Status]
Other Committees	[Details]

11.2 Compliance Status

Compliance Area	Status	Remarks
Companies Act, 2013	Compliant	[Remarks]
MCA Requirements	Compliant	[Remarks]
GST Compliance	Compliant	[Remarks]
Internal Controls	Adequate	[Remarks]

SECTION 12: AUDIT & CERTIFICATIONS

12.1 Statutory Auditor Details

Particulars	Status
Auditor Name	[Name]
Auditor Registration Number	[Number]
Audit Opinion	[Unmodified/Qualified]
Audit Report	[Status]

12.2 Regulatory Compliances

Compliance	Status	Last Verified
Tax Audit	[Status]	[Date]
Statutory Audit	[Status]	[Date]
Annual Return	[Status]	[Date]

SECTION 13: DIVIDEND & SHAREHOLDER RETURNS

13.1 Dividend Declared

Dividend Type	Per Share (₹)	Total Amount (₹)	Status
[Interim/Final]	[Amount]	[Total]	[Status]

13.2 Shareholder Returns

Return Type	Amount (₹)
[Return Type]	[Amount]
[Return Type]	[Amount]

SECTION 14: ANNUAL GENERAL MEETING

14.1 AGM Information

Particulars	Details
AGM Date	[Date]
Financial Year Covered	April 1, 2023 - March 31, 2024
Meeting Mode	[Physical/Virtual/Hybrid]
Attendance	[Details]
Resolutions Passed	[Number]

14.2 Key Resolutions

Resolution	Category	Status
[Resolution 1]	Ordinary	Passed
[Resolution 2]	Ordinary	Passed
[Resolution 3]	Special	Passed

SECTION 15: DIRECTOR CERTIFICATION

15.1 Director Declaration

We, the undersigned, hereby certify that:

1. The Annual Return (MGT-7A) for FY 2023-24 is prepared in compliance with Section 92 of the Companies Act, 2013
2. All information contained herein is accurate and complete as per company records
3. No material information has been suppressed or misrepresented
4. All directors have complied with statutory requirements
5. Board meetings held as per prescribed norms
6. Related party transactions fully disclosed and approved
7. Financial statements properly audited and certified

8. Corporate governance standards maintained throughout the year

15.2 Authorized Signatories

Directors:

- [Director Name 1] - [Designation]
- [Director Name 2] - [Designation]

Company Secretary:

- [Company Secretary Name]

Date of Certification: [Date]

SECTION 16: PRACTISING COMPANY SECRETARY
CERTIFICATION

Certification under MGT-8:

The Annual Return (Form MGT-7A) for the financial year ended March 31, 2024, has been prepared and filed in compliance with Section 92 of the Companies Act, 2013.

Certifying Professional:

- Practising Company Secretary
- Registration Details: [As per MCA Records]
- Certification Date: [Date]

Digital Signature: [Electronic Signature]

SECTION 17: FILING STATUS & COMPLIANCE

17.1 MCA Filing Status

Filing Requirement	Due Date	Filed Date	Status
MGT-7A Filing	60 days after AGM	[Date]	[Status]
Financial Statements	[Date]	[Date]	[Status]
Auditor Report	[Date]	[Date]	[Status]

17.2 Compliance Summary

Compliance Parameter	Rating	Status
Statutory Filings	[Rating]	[Status]
Financial Transparency	[Rating]	[Status]
Regulatory Adherence	[Rating]	[Status]
Disclosure Standards	[Rating]	[Status]

Overall Assessment: ✓ COMPLIANT

SECTION 18: IMPORTANT NOTES

18.1 MGT-7A Applicability

Small Company Definition (Section 2(71) of Companies Act, 2013):

A company is classified as "small company" if:

- Paid-up capital \leq ₹50 lakhs, AND
- Turnover \leq ₹2 crores (or ₹5 crores after amendments)

Exemptions from MGT-7A:

- Listed companies (must file MGT-7)
- Companies holding shares/debentures of listed companies (must file MGT-7)
- Subsidiaries of non-small companies (must file MGT-7)

18.2 Filing Requirements

1. **Timeline:** Within 60 days of Annual General Meeting
2. **Format:** e-Form MGT-7A through MCA Portal
3. **Certification:** By Practising Company Secretary (MGT-8)
4. **Director Declaration:** Required with digital signature
5. **Accuracy:** All information must be true and complete

18.3 Simplified Disclosure Requirements

MGT-7A requires simplified disclosure of:

- Company identification details
 - Capital structure and shareholding
 - Director information
 - Financial performance summary
 - Related party transactions
 - Board meetings and governance
 - Audit and compliance status
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SECTION 19: REGULATORY REFERENCES

Applicable Regulations:

- Companies Act, 2013 (Section 2(71), Section 92)
- Companies (Management and Administration) Rules, 2014
- Ministry of Corporate Affairs Notification
- Registrar of Companies (ROC) Requirements
- e-Filing Portal Guidelines

SECTION 20: APPENDICES

Appendix A: MGT-7A vs MGT-7 Comparison

Aspect	MGT-7A (Small Company)	MGT-7 (Large Company)
Applicability	Small companies only	Non-small companies
Complexity	Simplified	Detailed
Sections	17 sections	20+ sections
Disclosure	Basic information	Comprehensive disclosure
Time to Prepare	Less time	More time required
Compliance Burden	Lower	Higher

Appendix B: Key Filing Dates (FY 2023-24)

Event	Date
Financial Year Start	April 1, 2023
Financial Year End	March 31, 2024
Financial Statements Prepared	By March 31, 2024
Board Meeting for Accounts	By April 30, 2024
Auditor Report	By April 30, 2024
AGM Held	Within 6 months of FY end
MGT-7A Filing Deadline	60 days after AGM

Appendix C: Checklist for MGT-7A Filing

Before Filing, Verify:

- ☐ Company qualifies as small company
- ☐ All financial statements properly audited
- ☐ Director details and DINs updated
- ☐ Related party transactions disclosed
- ☐ Board resolutions obtained
- ☐ Practising CS available for certification
- ☐ Digital signature certificate active
- ☐ MCA portal account active
- ☐ All required documents scanned (if physical copies needed)
- ☐ Filing fees calculated and paid

SECTION 21: DISCLAIMERS & IMPORTANT NOTES

21.1 Statutory Disclaimer

1. This MGT-7A return is prepared as per Section 92 of the Companies Act, 2013
2. Information is accurate as of the financial year end (March 31, 2024)
3. Subsequent changes must be filed with appropriate authorities within prescribed timelines
4. This document is for statutory compliance purposes only
5. For queries, refer to MCA Portal (www.mca.gov.in) or Registrar of Companies

21.2 Accuracy Declaration

The undersigned hereby declare that:

- All information in this MGT-7A is true, accurate, and complete
- No material information has been omitted or misrepresented
- Shareholding changes accurately reported
- Related party transactions fully disclosed
- Board resolutions properly documented
- Auditor report certified

21.3 Regulatory Contacts

For Clarifications:

- **MCA Portal:** www.mca.gov.in
 - **Registrar of Companies:** [State-specific ROC details]
 - **Company Compliance Team:** [Company contact details]
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CONCLUSION

This MGT-7A Simplified Annual Return has been prepared in full compliance with the provisions of the Companies Act, 2013, and the Companies (Management and Administration) Rules, 2014. The company, being classified as a small company, has utilized the simplified filing format to ensure efficient regulatory compliance while maintaining transparency and accuracy.

Report Status: PREPARED FOR FILING

Compliance Level: COMPLIANT

Validity: FY 2023-24 (April 1, 2023 - March 31, 2024)

Document Information

Report Title: MGT-7A Simplified Annual Return Report

Form Type: Small Company Annual Return

Reporting Period: FY 2023-24

Format: Simplified (MGT-7A)

Status: Ready for MCA Filing

Certification: Practising Company Secretary (MGT-8)

This MGT-7A report is prepared based on the simplified annual return format for small companies as defined under the Companies Act, 2013. For official submission, please file through the MCA Portal (www.mca.gov.in) within 60 days of the Annual General Meeting.

End of Report