**Checklist of Documents/ details to be submitted for Vetting approval for listing of securities issued under Rights Issue by already listed company (In-principle Approval)**

|  |  |  |
| --- | --- | --- |
| **Sr. No.** | **Documents to be submitted** | **Yes/No/Not Applicable** |
| 1 | Certified true copy of the resolution passed by the Board of Directors for issue of securities under rights issue. |  |
| 2 | Certified true copy of the resolution passed by the shareholders at the AGM / EGM authorizing the further issue of securities under rights issue. |  |
| 3 | Confirmation from the Company as per Annexure I |  |
| 4 | Certificate from the Merchant Banker that the issue will be in compliance with the chapter III of SEBI (Issue of Capital & Disclosure Requirement) Regulations, 2018 and that the issuer complies with requirements with the chapter III of SEBI (Issue of Capital & Disclosure Requirement) Regulations, 2018 including applicable SEBI Circulars and amendments/modifications thereof. |  |
| 5 | Draft Letter of Offer |  |
| 6 | Processing fees @ 0.025 % of the Issue Size (plus applicable taxes), subject to a Minimum fee of Rs. 2,50,000 /- and a Maximum of Rs. 20,00,000 /- *(For SME Emerge Listed companies: 0.025 % of the Issue Size (plus applicable taxes), subject to a Minimum fee of Rs. 50,000 /- and a Maximum of Rs. 10,00,000 /-)* |  |

***Note:- For details pertaining to Fees for usage of Rights ASBA Platform and Additional Documentation***

***Kindly connect with the below NSE Officials from Non-Continuous Markets Group.***

***Manjunath Gadiyar - 9870356365***

***Abhijeet Sontakke - 9820102756***

***E-mail Ids***

[***ipo\_trade@nse.co.in***](mailto:ipo_trade@nse.co.in)

[***mgadiyar@nse.co.in***](mailto:mgadiyar@nse.co.in)

**Annexure I**

**Format of the confirmation to be submitted on the letter head of the Company:**

To,

Manager - Listing Compliance

National Stock Exchange of India Limited

‘Exchange Plaza’. C-1, Block G,

Bandra Kurla Complex, Bandra (E),

Mumbai - 400 051

Dear Sir/Madam,

**Sub: Application for “In-principle approval” prior to issue and allotment of \_\_\_\_\_\_ (Quantity & Type of Securities/ Issue Size) on rights basis under Regulation 28(1) of the SEBI (LODR) Regulations, 2015.**

In connection with above application for in-principle approval, we hereby confirm and certify that:

1. The equity shares so issued / arising on conversion of any convertible instrument so issued shall rank pari passu with the existing shares of the company in all respects including dividend.
2. The issue will be in compliance with the SEBI (Issue of Capital & Disclosure Requirement) Regulations, 2018.
3. The issuer, any of its promoters, promoter group or directors of the issuer are not debarred from accessing the capital market by the Board.
4. The issuer shall not withdraw its rights issue after announcement of the record date.
5. None of the promoters, or directors of the issuer is a promoter or director of any other company which is debarred from accessing the capital market by the Board.
6. None of its promoters, or directors is a fugitive economic offender.
7. There is no partly paid up shares existing in the company and all the partly paid up shares are made fully paid up or have been forfeited.
8. The issuer has made firm arrangements of finance through verifiable means towards seventy five per cent of the stated means of finance for the specific project proposed to be funded from issue proceeds, excluding the amount to be raised through the proposed rights issue or through existing identifiable internal accruals.
9. “the company, its whole-time directors, person(s) responsible for ensuring compliance with the securities laws, its promoters and the companies which are promoted by any of them are not in violation of the provisions of Regulation 34 of the SEBI (Delisting of Equity Shares) Regulations, 2021.”
10. The following details of Promoters

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name | PAN | Bank A/c no. | Passport no. | Company registration no.\* | the address of the ROC\* |

*\* in case promoter(s) is body corporate*

1. All the issued capital of the Company is listed with Exchange.

|  |  |
| --- | --- |
| **Issued Capital** | **Listed Capital** |
|  |  |

1. In case issuance of warrants, the company is in compliance with Regulation 67 of SEBI (Issue of Capital & Disclosure Requirement) Regulations, 2018.
2. The particulars of other issues (in sequential order) in respect of which approvals are pending with the Exchange:

|  |  |  |  |
| --- | --- | --- | --- |
| **Type of Issue** | **Number of Shares** | **Date of Allotment** (if applicable) | **Stage of Approval Pending** (Tick any one which is applicable) |
| (E.g. Amalgamation/ Arrangement, Preferential, Bonus, Rights, etc.) |  |  | (Y/N) In-principle  (Y/N) Listing  (Y/N) Trading |

1. Processing fees @ 0.025 % of the Issue Size (plus applicable taxes), subject to a Minimum fee of Rs. 2,50,000 /- and a Maximum of Rs. 20,00,000 /- (For SME Emerge Listed companies: 0.025 % of the Issue Size (plus applicable taxes), subject to a Minimum fee of Rs. 50,000 /- and a Maximum of Rs. 10,00,000 /-)

|  |  |
| --- | --- |
| Processing Fee |  |
| GST/ Services tax |  |
| TDS, if any |  |
| Net amount remitted after TDS |  |
| Cheque/Demand Draft No./NEFT |  |
| Dated |  |
| Drawn on |  |

1. In case of any queries / clarifications the under-mentioned Company official may be contacted:

|  |  |
| --- | --- |
| Contact Details | |
| Name & Designation of Contact Person |  |
| Telephone Nos. (landline & mobile) |  |
| Email – id |  |

16) Name of the Stock Exchanges where the equity shares of the company are listed.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

(Authorized Signatory)

Date:

|  |  |
| --- | --- |
| **General Instructions for filling up the application forms** | |
|
|  |  |
| 1 | If a particular field/detail in the application forms is not applicable, please mention the same as 'Not Applicable' |
| 2 | The application forms should be submitted duly completed in all respects and all details asked for in the forms should be filled. |
| 3 | In case the space provided in the application form is not sufficient, information may be provided in separate sheets with appropriate reference to the concerned clause in the form and should be duly stamped and initialed by the authorised signatory. |
| 4 | Based on the details/documents submitted by the Applicant, the Exchange shall grant in-principle approval for listing of the securities to enable the depositories to credit the same to the beneficiaries accounts. The final listing and trading permission shall be granted by the Exchange upon receipt of the documents mentioned in the letter granting in-principle approval. |
| 5 | The Exchange reserves the right to ask for documents other than those mentioned above. |
| 6  7 | Submit the Listing Application only on NEAPS (NSE Electronic Application Processing System) on the following URL: <https://neaps.nseindia.com/NEWLISTINGCORP/>  For further clarifications please reach to the concern Exchange Officer. The details (contact no and E-mail Id) are available to NEAPS portal.  Path: - NEAPS >> Help >> Contact us |
| 8 | Generally, the Exchange reverts to the company with the queries/approval on the application within T+3 working days. However, additional days may be required on case-to-case basis. |