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 **LIST OF INFORMATION / DOCUMENTS  
REQUIRED FOR BANK DUE DILIGENCE**

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**A. List**

1. **Minutes** of the Board Meetings, Committee Meetings, and General Meetings.
2. Audited or unaudited **financials** for the relevant period along with schedules.
3. **Forms Filled** with Register of Companies.
4. **Memorandum and Articles** of the Company.
5. **Statutory Registers** Maintained under the Companies Act, 2013.
6. Resolution of Shareholders under section 180 (Borrowing Limit) and Section 186 (Loans and Investment) of the Companies Act, 2013.
7. **Insurance** Copy of the Assets.
8. **CIBIL Report** of the company and its directors as on the Date.
9. **Report of Export Credit Guarantee Corporation**, if any.
10. **Forms/Documents** filled with **RBI/Other Regulatory Authorities**, if any.
11. Un-audited / Audited **Annual Report** for the audit period.
12. **Challans of the (IEPF)** Investor Education and Protection Fund, If any.
13. **Challans of the Provident Fund** deposited by the Employee and Employer, if any.
14. Declaration by the Directors in **Form DIR-8 and MBP-1**.
15. Copy of the **Agreements entered with Banks**.
16. Last Signed Bank **due Diligence Report**.



NAGDEV & ASSOCIATES

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## **B. Annexures required**

17. List of Directors (format provided by us).
18. Shareholding Pattern.
19. Transaction with Business entities in which directors of the Company were interested.
20. Loans and Investment.
21. Breakup of the Company's Borrowings (format provided by us).
22. Foreign Exposure and Overseas Borrowings, if applicable (format provided by us).
23. List of Statutory Dues and Disputed Dues.
24. Declaration/s from director. (format provided by us).