

INCORPORATION OF COMPANIES IN SPICE:

TYPES OF COMPANIES THAT CAN BE INCORPORATED IN INDIA USING SPICE:

Private Limited Company

Public Limited Company

One Person Company

Section 8 Company

Producer Company

Steps:

1) Filing of Form INC-32

SPICE eMOA (INC-33) and SPICE eAOA (INC-34) to be uploaded as Linked Forms to SPICE (INC-32)

2) Once the form is filed, it is processed by the MCA's Central Processing Centre. If found complete, the company would be registered and CIN would be allocated. Also DINs get issued to the proposed Directors who do not have a valid DIN.

Maximum 3 Directors are allowed for using this integrated form for filing application of allotment of DIN while incorporation of company.

In addition to the allotment of Din and providing Certificate of Incorporation, The Company's PAN, TAN and ESIC registration can also be obtained.

3) After filing SPICE form and making payment the user is required to visit the MCA portal and access the service 'Submit application for PAN and TAN'. He has to download 49A(PAN) and 49B(TAN) and upload them on the same screen after attaching his DSC. He has to upload these forms(PAN&TAN) within 2 days of filing the SPICE form failing which the entire SPICE form would be marked as Invalid and Not to be taken on record.

It is mandatory to apply for PAN and TAN along with SPICE (INC-32)

DOCUMENTS REQUIRED TO BE ATTACHED TO FORM INC-32

SR.NO	DOCUMENTS
1.	MOA-Applicable only in case of Section 8 Company or company with foreign subscribers not having DIN.
2.	AOA- Applicable only in case of Section 8 Company or company with foreign subscribers not having DIN.
3.	Affidavit and declaration by first subscribers and Directors-Mandatory in all cases.
4.	Proof of office address.
5.	Copies of Utility bills that are not older than 2 months.
6.	Copy of approval in case the proposed name contains any word or expression which requires approval of central govt.
7.	If the proposed name is based on a registered trademark or is subject matter of an application pending for registration under the Trade Marks Act, then it is mandatory to attach the trademark certificate or trademark application copy.
8.	Proof of Identity & residential address of subscribers.
9.	Proof of Identity & residential address of directors.

***IMPORTANT POINTS TO BE NOTED:**

- 1) Only one name can be applied in Form INC-32. However, for reservation of a name prior to filing SPICe (INC-32), you may use INC-1 (in which up to 6 names can be proposed) and then input the SRN of approved INC-1 into SPICe.
- 2) 2 resubmissions are permitted for SPICe forms
- 3) The character limit for main Objects is 20,000 and for furtherance of objects 1,00,000 characters.
- 4) SPICe eMoA and eAoA have to be uploaded as 'Linked Forms' to SPICe (INC-32).
- 5) eMoA and eAOA would be witnessed after all subscribers have signed as is happening presently.
- 6) Refund is applicable if Spice form gets rejected.
- 7) Maximum upload size is 6 MB