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COMPLIANCE CALENDAR · UPDATED NOVEMBER 2026

Event-based ROC Filings

Filings that fall due when a particular event happens, such as a share allotment, a change of director or a new charge.

When	Form / task	What it is	Who it applies to
Within 15 days	PAS-3	Return of allotment of shares	On any allotment
Within 30 days	DIR-12	Appointment, resignation or change in designation of a director	On the event
Within 30 days	SH-7	Increase in authorised share capital	On the event
Within 30 days	CHG-1	Creation or modification of a charge (up to 60 days with additional fee)	On the event
Within 30 days	INC-22	Change of registered office	On the event
Within 30 days	MGT-14	Special resolutions and specified board resolutions	On the event
Within 30 days	ADT-3	Resignation of statutory auditor	On the event
Within 30 days of BEN-1	BEN-2	Return of significant beneficial owners	On receiving a declaration

Due dates can be extended by MCA circulars, and some filings depend on a company's size or activities. This calendar is general information, not legal advice. Contact us to confirm what applies to you.