**Documents required for listing approval for Bonus equity shares issued by the Companies**

|  |  |  |
| --- | --- | --- |
| Sr. No. | Documents to be submitted  | Page Nos. |
|  | Letter of Application (i.e. by Listed companies applying for listing of further issue) duly completed along with Distribution Schedule pre and post allotment. |  |
|  | Certified true copy of the Board resolution in which the equity shares were allotted. |  |
|  | Brief particular of the new securities issued \* |  |
|  | Shareholding Pattern as per the format prescribed under Regulation 31 of the SEBI (Listing Obligations and Disclosure Requirements), Regulations, 2015 giving details pre and post allotment of bonus shares. |  |
|  | Certificate from Statutory Auditors / Practicing Chartered Accountant / Practicing Company Secretary to the effect that the SEBI (ICDR) Regulations, 2009 for bonus issue has been complied with. |  |
|  | Confirmation by the Managing Director/ Company Secretary as per format enclosed as Annexure I. |  |
|  | Details of further listing /processing fee remitted, if applicable |  |
| Listing Fee on enhanced capital (including service tax) |  |
| Processing Fee (including service tax) |  |
| TDS, if any |  |
| Net amount remitted after TDS |  |
| Cheque/Demand Draft No. |  |
| Dated |  |
| Drawn on  |  |

**General Instructions :**

1. Kindly note that all pages of the documents/details provided should be serially numbered, stamped and certified by the authorized signatory of the company.
2. The Exchange reserves the right to modify and ask for additional documents / clarifications depending on a case to case basis. Approval for listing of the securities issued by the company will be subject to compliance with the Statutory/ Regulatory requirements, norms of the Governing Board of the Exchange and other Exchange requirements.

**\***same format as in case of further issue of shares on preferential basis

**ANNEUXRE I**

**Format of the confirmation to be submitted by the Managing Director/ Company Secretary on the letter head of the company:**

To,

Listing Department,

CSE Limited,

7, Lyons Range

Kolkata-700001.

Dear Sir,

Sub: Application for listing of \_\_\_\_\_\_\_\_\_\_\_ bonus equity shares issued in terms of Chapter IX of SEBI (ICDR) Regulations, 2009

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

1. the company has complied with all the provisions of Chapter IX of SEBI (Issue of Capital and Disclosure Requirements) Regulations, 2009.
2. the company has complied with all the legal and statutory formalities for allotment of aforesaid equity shares and no statutory authority has restrained the company form issuing bonus shares.
3. the documents filed by the company with the Exchange are same/ identical in all respect which have been filed by the company with Registrar of Companies/ SEBI/ Reserve Bank of India/ FIPB in respect of the allotment of these bonus shares as well as enlistment of the aforesaid on the Exchange
4. the shares issued to NRIs are as per guidelines issued by Reserve Bank of India.

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Managing Director/ Company Secretary

Date: