

NATIONAL STOCK EXCHANGE OF INDIA LIMITED

Checklist for in-principle approval for raising of funds by NPO through public issue

Sr. No	Documents/details to be submitted to the Exchange	Applicability (Yes/No/NA)
1.	Draft fund raising document as per SEBI and Exchange Requirements	
2.	Confirmation from the issuer that the draft fund-raising document filed with the Social Stock Exchange is in compliance with regulation 292K of Securities and Exchange Board of India (Issue of Capital and Disclosure Requirements) Regulations, 2018 and requirements of the Exchange.	
3.	Confirmation from the issuer &/or Social Auditor/Statutory Auditor that the issuer is eligible to be an NPO and issue ZCZP in terms of Chapter X-A of Securities and Exchange Board of India (Issue of Capital and Disclosure Requirements) Regulations, 2018, applicable SEBI Circulars and requirements of the Exchange.	
4.	Confirmation from the issuer including that the issue is in compliance with regulation 292N of Securities and Exchange Board of India (Issue of Capital and Disclosure Requirements) Regulations, 2018 and requirements of the Exchange.	
5.	Confirmation from the issuer that it is in compliance with any applicable laws and regulations in force in relation to donors/donations including but not limited to Prevention of Money Laundering Act, 2002, Foreign Account Tax Compliance Act, etc.	
6.	<p>Confirmation from the Issuer & RTA w.r.t. the following –</p> <p>a. All the public comments (if any) will be suitably addressed before filing the final offer document with ROC.</p> <p>OR</p> <p>b. No public comments have been received on draft offer document-ii</p> <p><i>Note - It should be submitted at the earliest, after completion of 21 days from filing the document with Social Stock Exchange</i></p>	
7.	Processing Fees, if any	

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Checklist of Public Issue of ZCZP – Stage 1 (In case NSE is Designated Stock Exchange)

Sr. No.	Particulars	Submitted: Yes/No/NA	Remarks
1	Minutes of meetings between Registrar and NPO along with the reasons for exception to rejection cases.		
2	Fund raising document as per SEBI Circular and amendment thereto		
3	A statement of computation of the quantum of ZCZP available for allotment to the Institutional Bidders and Non-Institutional Bidders, alongwith Category wise breakup of the total applications received, allotted and rejected on technical grounds.		
4	Copy of the proposed basis of allotment.		
5	Declaration from NPO that the issue has received minimum subscription as specified under Regulation 292N of Securities and Exchange Board of India (Issue of Capital and Disclosure Requirements) Regulations, 2018.		
6	Declaration from the NPO that there is no injunction / prohibition order of a competent court of law on the issue or on a part of any particular category of the issue.		
7	Certified true copy of all material contracts and documents mentioned in the Fund-raising document alongwith the statement containing particulars of, dates of, and parties thereto		
8	Registration Certificate under section 12A/12AA/12AB/10(23C)/10(46) to be valid for at least the next 12 months.		

Date:

Place:

Authorised Signatory:

Name:

Designation:

General Instructions:

1. If a particular detail in the application form is not applicable, please mention the same as 'Not Applicable' along with the reason.
2. All the confirmation should be given on the letter head of the NPO.
3. The Exchange reserves the right to ask for documents other than those mentioned in the checklist.

National Stock Exchange of India Limited**Checklist of Public Issue of ZCZP – Stage 1 (In case NSE is not Designated Stock Exchange)**

Sr. No.	Particulars	Submitted: Yes/No/NA	Remarks
1	Minutes of meetings between Registrar and NPO along with the reasons for exception to rejection cases.		
2	Signed copy of Basis of Allotment		
3	Fund raising document as per SEBI Circular and amendment thereto		
4	Certified true copy of all material contracts and documents mentioned in the Fund raising document alongwith the statement containing particulars of, dates of, and parties thereto		
5	Registration Certificate under section 12A/12AA/12AB/10(23C)/10(46) to be valid for at least the next 12 months.		

Date:

Place:

Authorised Signatory

Name:

Designation:

General Instructions:

1. If a particular detail in the application form is not applicable, please mention the same as 'Not Applicable' along with the reason.
2. All the confirmation should be given on the letter head of the NPO.
3. The Exchange reserves the right to ask for documents other than those mentioned in the checklist.

National Stock Exchange of India Limited



Checklist of ZCZP – Stage 2

Sr. No.	Particulars	Submitted: Yes/No/NA	Remarks
1.	Listing Application		
2.	Listing Agreement duly executed on non-judicial stamp paper (<i>for new NPOs</i>)		
3.	Confirmation from NPO as per Annexure – I		
4.	Certified true copy of the resolution passed by the Governing Body for allotment of securities (<i>the resolution should specifically make a mention of total number of Securities allotted/allocated by the NPO</i>).		
5.	ISIN Activation letters from both the Depositories		
6.	Trust Deed		
7.	Confirmation from Registrar regarding: (i) the allotment of securities and the refund being made. (ii) completion of all formalities except demat credit		
8.	Credit Confirmation from the Depositories		
9.	List of Allottees along with number of ZCZP applied, amount paid, bank account details, PAN number, Demat account details etc.		
10.	Initial listing fees and Annual Listing fees plus applicable taxes.		

Date:

Place:

Authorised Signatory:

Name:

Designation:

General Instructions:

1. If a particular detail in the application form is not applicable, please mention the same as 'Not Applicable' along with the reason.
2. All the confirmation should be given on the letter head of the NPO.
3. The fee payment is to be made through Virtual account allotted to the NPO.
4. The Exchange reserves the right to ask for documents other than those mentioned in the checklist.

Annexure – I
(On the letterhead of the NPO)

Date:

To,
National Stock Exchange of India Ltd,
Exchange Plaza, C-1, Block – G,
Bandra Kurla Complex, Bandra (E),
Mumbai – 400 051

Dear Sir/Madam,

Subject: Approval for listing of ZCZP amounting to INR _____ Cr.

We hereby confirm the following:

1. the fund raising document contains all the disclosures as required under Securities and Exchange Board of India (Issue of Capital and Disclosure Requirements) Regulations, 2018, applicable SEBI & Exchange Circulars/Guidelines, Companies Act, 2013 and the rules made thereunder and other applicable laws in this regard, as amended from time to time;
2. the NPO is eligible in terms of the Securities and Exchange Board of India (Issue of Capital and Disclosure Requirements) Regulations, 2018 as amended from time to time and is in compliance with the eligibility criteria of NSE and the listing agreement entered with the Exchange.
3. the NPO has activated the ISIN/s on both the depositories viz. NSDL and CDSL;
4. the amount raised is within the overall borrowing limits approved by the Governing Body, as may be applicable.
5. NPO shall comply with any applicable laws and regulations in force in relation to donors/donations including but not limited to Prevention of Money Laundering Act, 2002, Foreign Account Tax Compliance Act, etc.

Yours faithfully,

Name and Designation

(Note: Strike off whichever clause is not applicable and indicate the reasons for non-applicability)