

**List of Document Required for New Listing for the company listed on other stock exchange**

**Part -A**

Sr. No.	Particular	Doc. Rec.										
1.	<b>Forms/Agreement:</b> <ul style="list-style-type: none"> <li>• Application Form as per appendix A</li> <li>• Listing Agreement, duly executed on non-judicial stamp paper of Rs. 100.</li> </ul>											
2.	Confirmation from the Company as per <b>Annexure - I</b>											
3.	<b>Short history of the company</b> including, <ul style="list-style-type: none"> <li>• Background of the company and business activity including changes in business activities in the last 3 years</li> <li>• Capital evolution history including Public and Private Placements</li> <li>• Name change, if any,</li> <li>• Particular of any reorganization, restructuring, amalgamation etc., if any, in last five years</li> </ul>											
4.	<b>Background of Promoters &amp; Promoting Company:</b> Brief profile of the promoter and promoting company.											
5.	<b>Details regarding group companies and companies promoted by the promoter /promoting companies.</b> The details must include: <ul style="list-style-type: none"> <li>• The business activities of the companies,</li> <li>• Details of shareholding of promoters/directors Stock Exchanges on which these companies are listed, if any.</li> </ul>											
5.	<b>The shareholding pattern</b> (as per the Regulation 31(b) of SEBI LODR 2015) of the company as on date.											
6.	Certificate given by statutory auditors as per <b>Annexure II</b>											
7.	Certificate from <b>Statutory Auditors/Practicing Chartered Accountants/ Practicing Company Secretary</b> stating that, details of Lock-in the following format (if any). <table border="1" style="margin: 10px auto; width: 80%;"> <thead> <tr> <th align="center" rowspan="2">Number of securities</th> <th align="center" colspan="2">Distinctive numbers range</th> <th align="center" rowspan="2">Lock-in upto</th> </tr> <tr> <th align="center">From</th> <th align="center">To</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> You are requested to provide soft copy (excel format) of total Distinctive Range.	Number of securities	Distinctive numbers range		Lock-in upto	From	To					
Number of securities	Distinctive numbers range		Lock-in upto									
	From	To										
8.	<b>Resolutions</b> Certified true copy of the resolution passed by the Board of Directors for listing the equity shares of the company on the National Stock Exchange of India Limited.											
9.	<b>Principal Documents</b> <ul style="list-style-type: none"> <li>• Memorandum and Articles of Association</li> <li>• Annual reports for the last 3 years (Soft copy)</li> </ul> Prospectuses / Letter of Offer issued by the company during the last 3 years, if any along with certified true copy of the SEBI comments on offer document, if any.											

10.	Corporate Governance Report for latest Quarter & confirmation from the applicant company regarding compliance with the provisions of Regulation 17 to 27 Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (LODR) relating to Corporate Governance in the prescribed format as per latest format prescribed by SEBI.	
11.	<p><b>Disciplinary Action / Litigation</b></p> <ul style="list-style-type: none"> <li>• Copy of all show cause notice (s)/ order (s)/ issued by any regulatory authority (e.g. SEBI, ROC, RBI, CLB, Stock exchange etc.) and correspondence there to, if any (for the cases where the action is not yet concluded)</li> <li>• Defaults in respect of payment of interest and/or principal to the debenture/bond/ fixed deposit holders by the applicant company, promoters/promoting company(ies), group companies, companies promoted by the promoters/promoting company(ies) shall also be considered while evaluating a company's application for listing. The auditor's certificate shall also be obtained in this regard. In case of defaults in such payments, the securities of the applicant company may not be listed till such time it has cleared all pending obligations relating to the payment of interest and/or principal.</li> </ul>	
12.	Details to be provided by the company as per <b>Annexure III</b>	

**Part B – Information to be uploaded on NEAPS Platform for New Listing Application**

Sr. No.	Particulars
1.	Name of the stock exchange the company is listed on along with the date of Listing
2.	Full Names, PAN and address of the applicant company, promoters, promoter group, subsidiary Company (ies), group company (ies), promoting companies, company promoted by the promoters/ Promoting companies
3.	Full Names, PAN, Designation, DIN numbers & address of Directors of the company

Note- Generally, the Exchange reverts to the company with the queries/approval on the application within T+5 working days from receipt of the application. However, additional days may be required on case-to-case basis.

**Part C – Fees Details:**

Initial Listing Fees	50,000
Processing Fees	750,000
Annual Listing Fees	<a href="https://www1.nseindia.com/corporates/content/listing_fees.htm">https://www1.nseindia.com/corporates/content/listing_fees.htm</a>