

## NOTICE

**In order to help us serve you better and expeditiously, all applicants filing fresh proposals for consideration by FIPB are requested to ensure that following information/ documents are available in their application form**

**Check List of documents to be attached with and information to be provided in each set of the Application Form to Department of Industrial Policy & Promotion for consideration of a proposal by FIPB (copy to be attached with each set of the application)**

**NOTE: The applications will be accepted in FIPB format only. The applicants are requested to fill in all the relevant details in the FIPB format itself. The applications in plain paper will not be considered**

<b>S.No.</b>	<b>Name of the Document/item of information</b>	<b>Page No.</b>
<b>1.</b>	Filled up application form in 18 copies. A format is available at the following web address on the <a href="http://fipbindia.com/portal/forms/Fresh%20Application.pdf">http://fipbindia.com/portal/forms/Fresh%20Application.pdf</a> .	
<b>2.</b>	Copies of Certificate of Incorporation (s) and Memorandum of Association of the (a) Foreign investor/collaboration (b) Indian Company (c) Indian Joint Venture Partners	
<b>3.</b>	Copies of certificates of incorporation(s) and Memorandum of Association of the downstream investee company, if already formed	
<b>4.</b>	Details of the Indian joint venture partner(s) indicating their promoters, parentage, group companies/ affiliates	
<b>5.</b>	The comments of the Indian partners/technical/trademark collaborators about the new venture, on their official letter heads, with full name and contact address of the signatory of the comments.	
<b>6.</b>	In case of transfer of existing equity - the board resolution of the investee company and the consent of transferor shareholder(s).	
<b>7.</b>	In case of fresh issue of shares - the board resolution of the investee/issuing company to that effect	
<b>8.</b>	In case the proposed investment is in an investing (holding) company, the details/ information about the activities of the downstream companies.	
<b>9</b>	Copies of FIRC	
<b>10.</b>	Copies of relevant past FIPB/SIA/RBI approvals/RBI communications, connected with the current proposal, including the copies of Form FC-GPR	
<b>11.</b>	A copy of the JV agreement/Shareholders agreement/technology transfer/trademark/brand assignment agreement (as applicable), in case there are existing ventures	
<b>12.</b>	Pre and post investment, category wise detailed shareholding structure of the investee and investing companies.	

<b>13.</b>	Diagrammatical representation of the flow and funds from the original investor to the investee company	
<b>14.</b>	In case of indirect foreign investment in the investee company through Indian companies, the details of such indirect investment, mentioning the name of foreign companies and their shareholding	
<b>15.</b>	A statement, if applicable, indicating whether the amount to be invested by NRIs would be in foreign exchange or in INR.	
<b>16.</b>	The status of the compliance of the conditions if the proposal involves a sector with FDI-linked performance conditions (such as 'Non-Banking Finance Companies' or 'Development of Townships, Housing, Built-up infrastructure and Construction-development projects' etc.).	
<b>17.</b>	The status of the compliance of the conditions as mentioned in FDI policy for issue of shares against pre-incorporation and preliminary expenses to be provided in a tabular form.	
<b>18.</b>	The status of the compliance of the conditions as mentioned in FDI policy for issue of shares against import of capital goods/machinery etc. to be provided in a tabular form.	
<b>19.</b>	Any other document relevant to the proposal	
<b>20.</b>	Provide any website link for more information	
<b>21.</b>	<p>In addition to above, for FDI in single-brand product retail trading/ multi brand retail trading, the applicants are requested to provide following additional information:</p> <p>(i). The status of the compliance of the conditions as mentioned in FDI policy for single-brand product retail trading/multi brand retail trading.</p> <p>(ii). The list of countries where the brand is being sold internationally.</p> <p>(iii). Documentary evidence (brochures etc.) in support to show that brand, proposed to be sold, is an international brand</p> <p>(iv). A declaration stating that the Indian Joint Venture partner company is controlled and owned by the resident Indians.</p> <p>(v). Existing activities and the existing capital structure of the Indian Joint Venture partner company.</p> <p>(vi) Diagrammatic representation of flow of funds into the joint venture indicating the business structure, with all levels of companies/entities involved.</p> <p>(vii) Exclusive license agreement, between the foreign investor and brand owner for compliance of condition 2(d) of paragraph 6.2.16.3(2) (d) of Consolidated FDI Policy Circular of 2014.</p> <p>(viii) sub-license/draft sub-license agreement between foreign investor and the investee /proposed Indian investee company granting sole and exclusive rights to the investee company to undertake SBRT of products.</p> <p>(ix) List of products proposed to be sold under single brand.</p>	