

| THE LIMITED LIABILITY PARTNERSHIP ACT, 2008 | | | | |
|---------------------------------------------------|-------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ANNUAL COMPLIANCE FOR FINANCIAL YEAR (FY) 2024-25 | | | | |
| Sl. No | Form | Particulars | Due date | Fine / Penalty /Consequence |
| 1. | Form DIR-3 KYC (or) | Application for KYC of Designated Partners holding Director Identification Number (DIN) as on 31 st March of a financial year | On or before 30 th September 2024 | <ul style="list-style-type: none"> Rs. 5,000/- filing fee beyond 30th September DIN will be marked “deactivated due to non-filing of DIR-3 KYC.” |
| | DIR-3 KYC-WEB | An individual who has already submitted e-form DIR-3 KYC in relation to any previous financial year | | |
| 2. | Intimation from Designated Partner (“DP”) | 1) Not holding DP position in more than 20 LLPs 2) Not disqualified to act as DP as per section 164 of CA 2013 3) Not a DP in LLP/company that has not filed its financial statements or annual returns for continuous period of 3 years. | At the beginning of each FY | LLP and DP – Penalty of Rs. 10,000. In case failure continues Rs. 100 per day up to Rs. 1,00,000 for LLP and Rs. 50,000 for DP |
| 3. | Form 8 (Web based) | Statement of Account & Solvency | On or before 30 th October 2024 | LLP and DP – Penalty of Rs. 100 per day during which the failure continues up to Rs. 1,00,000 for LLP and Rs. 50,000 for DP |
| 4. | Statutory Audit | Independent review of LLP’s financial accounts by practising Chartered Accountant (Mandatory for LLP whose turnover exceeds Rs. 40 Lakhs or whose capital contribution exceeds Rs. 25 Lakhs in any financial year) | To be completed before filing of Form 8 | LLP and DP – Penalty of Rs. 100 per day during which the failure continues up to Rs. 1,00,000 for LLP and Rs. 50,000 for DP |
| 5. | Form 11 (Web based) | Annual Return of Limited Liability Partnership (LLP) | On or before 30 th May 2024 | LLP and DP – Penalty of Rs. 100 per day during which the failure continues up to Rs. 1,00,000 for LLP and Rs. 50,000 for DP |

| THE LIMITED LIABILITY PARTNERSHIP ACT, 2008 – EVENT BASED COMPLIANCE* | | | | |
|-----------------------------------------------------------------------|-------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Form 3 (Web based) | Information with regard to changes limited liability partnership agreement. | Within a period of 30 days from such change. | --- |
| 2. | Form 4 (Web based) | Notice of appointment, cessation, change in name/ address/designation of a designated partner or partner and consent to become a partner/designated partner/declaration of designated partner with respect to beneficial interest. | Within 30 days from the date of such change. | LLP and DP – Penalty of Rs. 10,000. In case failure continues Rs. 100 per day up to Rs. 1,00,000 for LLP and Rs. 50,000 for DP |
| 3. | Form 4D | Declaration in respect of beneficial interest in any contribution | Within 30 days from the date of receipt of declarations | LLP and DP (Penalty) - Rs. 1,000 for each day during which such failure continues subject to maximum of Rs.5,00,000/- in case of LLP and Rs.2,00,000/- in case of DP. |
| 4. | Form 5 (Web based) | Notice for change of name of LLP | Within 30 days from the date of such change. | --- |
| 5. | Form 15 (Web based) | Notice for change of place of registered office | Within 30 days of completing procedures as per LLP Agreement or as required by LLP Act, 2008. | LLP and DP - Fine of Rs. 2, 000 subject to maximum of Rs. 25,000 |
| 6. | Form LLP BEN-2 | Return to be filed with the Registrar in respect of declaration of Significant Beneficial Ownership | Within 30 days of the date of receipt of declaration in Form LLP BEN-1 by the LLP. | <ul style="list-style-type: none"> • LLP (Penalty) – Rs. 1,00,000 and for continuing default penalty of Rs.500/- per day upto Rs. 5,00,000 and • DP (Penalty) – Rs. 25,000/- and for continuing default penalty of Rs.200/-/- per day upto Rs.1,00,000. • SBO (Penalty) – Rs. 50,000/- and for continuing default penalty of Rs. 1,000/- per day upto Rs. 2,00,000/-. |
| 7. | Meetings of the Designated Partners | Subject to individual LLP agreement of the firm | --- | --- |

* This is a select list and not exhaustive.

| RBI (FEMA, 1999) COMPLIANCE | | | | | |
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| Sl. No | Form | Frequency of filing | Particulars | Due date | Fine / Penalty /Consequence |
| 1. | FLA | Annually | Annual return on foreign liabilities and assets | 15 th July of each year. | Late Submission Fee (LSF) for any delays in reporting. |
| 2. | Form LLP-1 | Event based | FDI in LLP through capital contribution & acquisition of profit shares | Within 30 days from the date of receipt of the amount of consideration. | LSF for any delays in reporting. |
| 3. | Form LLP-2 | Event based | Disinvestment or Transfer of Capital Contribution or profit shares between resident and a non-resident. | Within 60 days from the date of receipt of funds. | LSF for any delays in reporting |
| 4. | DI Reporting | Event based | Investment made by an Indian entity which has received foreign investment or an Investment Vehicle in the equity instruments or the capital, as the case may be, of another Indian entity. | Notify to the Secretariat for Industrial Assistance, DPIIT within 30 days of investment and reporting to RBI within 30 days of approval of allotment or transfer. | LSF for any delays in reporting |
| 5. | Form ODI-Part I | Event based | Application for allotment of Unique Identification Number (UIN) and reporting of Remittances / Transactions | At the time of remittance | LSF as may be decided by the RBI in consultation with the Central Government. |
| 6. | Form ODI-Part II | Annually | Annual Performance Report | On or before 31 st December each year. | LSF as may be decided by the RBI in consultation with the Central Government. |
| 7. | Form ODI- Part III | Event based | Reporting of Disinvestment by way of Sale or Transfer of Shares / Closure / Voluntary Liquidation /Winding Up/ Merger /Amalgamation of JV / WOS | Within 30 days from the date of disinvestment. | LSF as may be decided by the RBI in consultation with the Central Government. |

Note: This list is dynamic and may change if there are changes in the regulations.

Dated: 01.04.2024

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