



G V JAIN & CO.

Company Secretaries



FCS Gunjan V. Jain
(Proprietor)

ABOUT US:

G V Jain & Co., Company Secretaries a Sole Proprietorship concern was established as a Practicing Company Secretary Firm in the year 2014 in accordance with the regulations of the Institute of Company Secretaries of India (ICSI).

The Firm offers a wide range of services to the clients by providing timely "One Stop Corporate and Governance Solutions" under one roof. Services relating to the field of IPR, FEMA, Legal Matters, Due Diligence, Corporate Restructuring, etc. have been the core areas of the firm and has been proficient in providing client satisfaction with the right amount of dedication and a Team of competent Professionals.

Our main motto is Client satisfaction which keeps us encouraged to work diligently to and we strive every day to achieve our motto and serve our clients with the best professional and timely services

About Proprietor



FCS Gunjan Vijendra Jain is a Commerce Post Graduate and a Fellow Member of the Institute of Company Secretaries of India (ICSI) since 2013, having a rich experience of Six Years in the Profession. She is currently Managing the Post of Secretary of the Bhayander Chapter of WIRC of the ICSI for 2019-22.



She holds experience of 13 years (Pre + Post) in the diversified Industrial field like secretarial practices including regular statutory compliances, Due-Diligence of various special transactions, day to day participation in meetings with Directors of the Companies & helping them to take Strategic decisions and also Internal Audits, Company Law, Income Tax matters.



Her hands on for Audit and Assurance, Treasury Management, Accounting, Banking, Finance and Secretarial Assignments have benefited in providing overall consultations for various matters faced by our clients.



She believes to be Proactive, Open, Pragmatic, Committed in providing the Secretarial and Compliance services to the client.



Our Values, Our Team

Our Values:

We here at G V Jain & Co., have always put the Clients' interest on the forefront and has been delivering **quality and prompt services.** For the same reason, we put tremendous efforts in selection of our team. We have a formidable track record along with variety of clients and are well known for maintaining highest professional standards and business ethics.

Our Team:

We have a dedicated team comprising of competent people with extensive knowledge and experience. **Our Associates across India** forming a part of our Team have helped us establish our business presence all over the nation and overcome Region barriers smoothly.

Our Association with Reputed Banks



Services for Banks:

- Search Reports
- Charge Registration (Modification / Creation / Satisfaction)
- CMA Data
- Due Diligence Report
- Extracts of Financials, and such other



Company Formation :

Any entrepreneur wanting to set-up business in India needs the help of an expert. Our Firm provides all the necessary services to its existing and prospective clients to facilitate formation of companies in India. Best Consultations for types of business and aide them for running their venture effectively is our prime object.



**Public,
Private Company**



One Person Company



NGO



**Limited Liability
Partnership**



**Incorporation of
Companies**



Partnership Firm



**Producer
Company Registration**



Joint Venture



Section 8 Company

Secretarial Audit have been grabbing attention of various stakeholders with the amendments in the limits of Applicability given by the Ministry of Corporate Affairs. Government will be rest assured that the Company abides by the applicable provisions, Board of Directors will be rest assured for any kind of **omissions or violations or breaches of non - compliances** and shareholders would be rest assured that their Investment is likely to give fruitful results.

We here at G V Jain & Co. assist in conducting the Secretarial Audit in the best possible manner with utmost quality and in a timely way **without much of stress to our clients.** We ensure a healthy environment during the Audit so as to gain best results of the procedure and provide true and fair Report.

We conduct Secretarial Audit for and of behalf of the Corporates to help them strengthen their Corporate Governance and assist the Board of Directors to understand the status of compliances and comply with the same in the best possible manner.

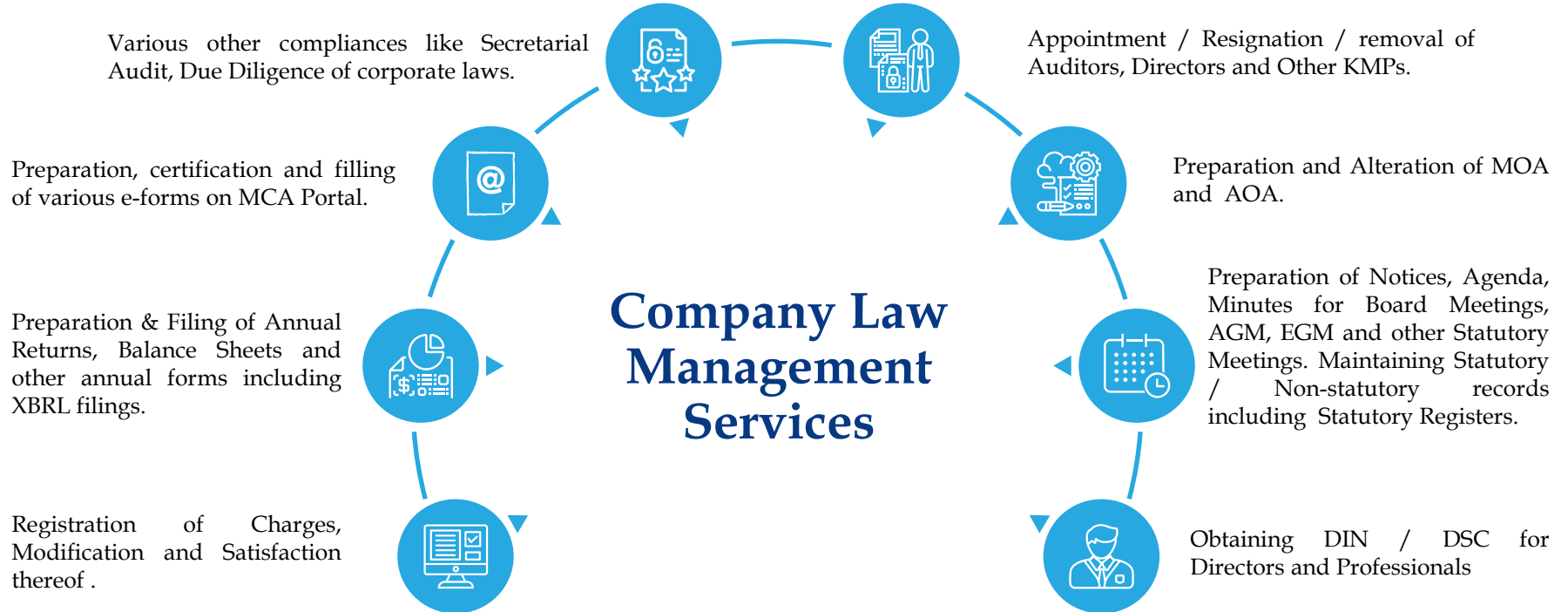
Secretarial Audit

Corporate restructuring a very critical area of transition for a company to kill the entire monetary emergency and upgrade the organization's presentation and thus needs to be done very carefully. Our Firm helps companies by providing valuable insights and advisory services for such Corporate Restructuring or money related Restructuring in the form of:

- Mergers & Amalgamations
- Strategic Alliance
- Takeovers
- Joint Ventures
- Issue of Rights or Bonus shares
- Buy back

Corporate Restructuring

Annual Compliances



SEBI (LODR) Regulations Compliance



Compliance Certificate: Half year ended



E-voting



Corporate Governance Certificate yearly

Reconciliation of Share Capital Audit: Quarterly



Postal Ballot



Filing of SEBI Regulations





Consultation Services for :

- FEMA & RBI Matters
- Labour Laws
- Corporate Governance
- Due Diligence
- SEBI cases
- IPO / FPO related
- CSR related
- ESOP, etc



Intellectual Property Right :

- Registration of Patents, Assignment and Licensing of Patents.
- Registration of Trade Marks, Assignment / Transmission / Licensing of Trademarks.
- Registration of Copyright, Assignment/Transmission/ Licensing of Copyright.

Goods and Service Tax



GST Registration



GST Filing



GST Annual Return



GST Consultation





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www.gvjain.com

Thank you!



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**Cost of Compliance has always been lesser than
the Cost of Non-Compliance**

