

FORM DIN-4

Intimation of change in particulars of Director
to be given to the Central Government

(See rule 7)

1. Director Identification Number (DIN)

Photograph

(Affix a latest passport
size photograph and get it
attested/ certified for
submission of the form
with MCA)

2 .Please identify (tick) and fill-in particulars sought to be changed:

- | | |
|--|--|
| <input type="checkbox"/> Applicant Name | <input type="checkbox"/> Nationality |
| <input type="checkbox"/> Date of birth | <input type="checkbox"/> Income-tax permanent account number |
| <input type="checkbox"/> Voters Identity card number | <input type="checkbox"/> Passport number |
| <input type="checkbox"/> Driving license number | <input type="checkbox"/> Permanent residential address |
| <input type="checkbox"/> Present residential address | |

3. Applicant's name (Enter full name and do not use abbreviations)

- (a) First name
- (b) Last name
- (c) Middle name

(Signature of the applicant)
Signature should be within the box

4 . Whether a citizen of India ☐ Yes ☐ No

5. Nationality

6. Date of birth (DD/MM/YYYY)

7. Income-tax permanent account number

8. Voter's identity card number

9. Passport number

10. Driving license number

11. Permanent residential address Line I

Line II

(a) City (b) State

(c) Country (d) Pin code

(e) Phone (f) Fax

12. Present residential address Line I

Line II

(a) City (b) State

(c) Country (d) Pin code

(e) Phone (f) Fax

NOTE I: Enclose necessary documents verified by a public notary or gazetted officer or certified professional (Chartered accountant/ Company secretary/ Cost accountant) evidencing change in particulars mentioned above.

NOTE II: In case any proof enclosed is in language other than Hindi or English then the certified copy of the same in English or Hindi shall be required to be enclosed. It should be certified by the same professional who has certified other proof.

NOTE III: In case the Director submitting change in particulars is not residing in India, the certification of attached documents and the photograph may be done by a notary in the home country of the applicant or the Managing Director/ CEO of the Company on which he is a Director or the Company Secretary in full time employment of the Company. Further, in the case of a Foreign National, certified copy of the valid passport should be enclosed.

NOTE IV: The photograph of the applicant being affixed on the form should also be attested/ certified.

IF ANY OF THE REQUIREMENTS ARE NOT MET, CHANGES WILL NOT BE CONSIDERED.

I
son/ daughter of
resident of

hereby declare and verify that the information given in this form and the documents enclosed is correct and complete.

Signature of the applicant

Dated (DD/MM/YYYY)

Place

For office use only:

Signature of the authorising officer

Dated (DD/MM/YYYY)

Place