

HOW TO VIEW INDEX OF CHARGES?

Step: 1

- Visit the website of Ministry of Corporate Affairs "<http://www.mca.gov.in>"
- Go to "[MCA Services](#)" Tab
- On the left corner under "[Master Data](#)", click on "[View Index o Charges](#)"

Step: 2

- Enter the Company/LLP Name or CIN/LLPIN of the Company/LLP.
- Click the Submit button in case CIN is entered.

Step: 3

- In case CIN/LLPIN is not available Press the "Search" button after entering the first few characters in Company/LLP Name field.
- List of companies/LLPs would appear. Select your company/LLP by clicking the 'Select' button.
- CIN/LLPIN of the Company/LLP with Company/LLP Name shall be displayed on the screen. Click the Submit button once CIN/LLPIN is displayed.
- System shall display the required data.

Step: 4

- To take printout of the same, click on 'Print' button given on the page.
- On clicking the same, the required data shall be displayed in a tabular form. Take the print out of the same.

In case you need further assistance please feel free to contact us!! We will be more than happy to work with you :-)

Thanks & Regards

Team TRJ & Co.