

ROC COMPLIANCE CHECKLIST

COMPANIES (ANNUAL)

- ☐ Hold board meetings and the AGM within timelines
- ☐ File AOC-4 (financial statements)
- ☐ File MGT-7 / MGT-7A (annual return)
- ☐ Complete DIR-3 KYC for every director
- ☐ Maintain statutory registers and minutes

LLP (ANNUAL)

- ☐ File Form 11 (annual return) by 30th May
- ☐ File Form 8 (statement of accounts & solvency) by 30th October

EVENT-BASED

- ☐ File for changes in directors / partners, capital or registered office
- ☐ Register and satisfy charges on time (CHG forms)