

# SoftwareTechnologyParksofIndia-Chennai

## Procedure for obtaining NOC for Merger

STP / EHTP units can merge their LoP/LoPs with other STP/EHTP units (pertaining to same company) merged with STP/EHTP units of other Company as per para 6.34 (J) of Handbook of Procedure of FTP. The LoP of the merged unit will cease to exist.

### Documents to be filed with STPI for Merger of STP/EHTP units:

1. Request letter from both the units/companies
2. CA certified performance details since inception as per Annexure 23 A & Self certified Annexure 21 of transferor
3. Copy of Court order/NCLT order/Business Transfer agreement
4. Board Resolution of both the companies w.r.t. merger
5. Following original of unit (transferor) are required to be surrendered to STPI:
  - a) Letter of Permission and subsequent Renewal of LoP approvals
  - b) Green Card
  - c) CG List attestation approval
  - d) Name change approval, if any
6. Unit should pay pending service charges, if any

### Approval Process:

Upon receipt of the above documents following parameters will be verified:-

- Statutory Compliance, like submission of APR, QPR, etc.
- Export obligation/NFE status from date of inception.
- Softex Submission/Certification status.
- Clearance of service charges, if any.

If above parameters are found to be correct/fulfilled then NOC for Merger will be issued.

# **SoftwareTechnologyParksofIndia-Chennai**

## **ProcedureforobtainingNOCforChangeinImplementingAgency**

STP/EHTPunitscantransfertheiroperationsinthenameofnewImplementingagency/ company which may have happened due to merger / acquisition of company.

### **DocumentstobefiledwithSTPIforChangeinImplementingAgency:**

- 1 Requestletterfromboththeunits/companies
- 2 CAcertifiedperformancedetailsasperAnnexure23AofTransferor
- 3 CopyofCourtorder/NCLTorder/BusinessTransferagreement
4. BoardResolutionofboththecompaniesw.r.t.changeinimplementingagency
5. DeclarationonRs.200/-stamppaperasperprescribedformattobesubmittedby Transferee
6. Copy of Memorandum & Article of Association, List of Directors /Investors of Company, ROC, PAN and IEC of Transferee

### **ApprovalProcess:**

Uponreceiptoftheabovedocumentsfollowingparameterswillbeverified:-

- StatutoryCompliance,likesubmissionofAPR,QPR,etc.
- Exportobligation/NFEstatusfromdateofinception.
- SoftexSubmission/Certificationstatus.
- Clearanceofservicechargeduesifany.

If above parameters are found to be correct/fulfilled then NOC for Change in implementing agency will be issued.

For any clarifications;

1. Mail us to [chennai.imports1@stpi.in](mailto:chennai.imports1@stpi.in)
2. Contact at 044-23703525