

Process Re-engineering Of LLP Incorporation Related Forms

S No.	Existing eForm	New eform	Change Proposed	To be processed by
1	Form 1(Application for reservation or change of name)	LLP-RUN(Reserve Unique Name) Web Service	Web Service RUN will replace Form 1	Central Registration Centre(CRC) under Non-STP
2	Form 2(Incorporation document and Subscriber's statement)	FiLLiP (Form for incorporating LLP)	I. FiLLiP will be an integrated form offering multiple services viz. allotment of DIN/Reservation of Name and Incorporation of LLPs. II. Consequent upon notification of FiLLiP , existing Form 2 will be deprecated.	Central Registration Centre(CRC) under Non-STP
3	Addendum to Form 2(Details in respect of designated partners and partners of Limited Liability Partnership)	Addendum to FiLLiP (Details in respect of designated partners and partners of Limited Liability Partnership)	I. RUN-LLP SRN to be substituted for Form 1 SRN in relevant field II. PAN is allowed to be entered in DSC section	Central Registration Centre(CRC) under Non-STP
4	Form 5 (Notice for change of name)	Same form with minor modifications	I. Details which were hitherto getting prefilled in the form (based on Form 1 SRN) shall now be entered by the user. II. RUN-LLP SRN to be substituted for Form 1 SRN in relevant field	Central Registration Centre(CRC) under Non-STP
5	Form 17(Application and statement for the conversion of a firm into LLP)	Same form with minor modifications	I. RUN-LLP SRN to be substituted for Form 1 SRN in relevant field II. PAN is allowed to be entered in DSC section	Central Registration Centre(CRC) under Non-STP
6	Form 18(Application and Statement for conversion of a Private Company/Unlisted Public Company into LLP)	Same form with minor modifications	I. RUN-LLP SRN to be substituted for Form 1 SRN in relevant field II. PAN is allowed to be entered in DSC section	Central Registration Centre(CRC) under Non-STP

Following process flow changes are proposed to enable the LLP incorporation process reengineering:

- All Form 1 and Form 2 (along with Form 17/18/Addendum) which are pending processing from the date of notification of revised forms, shall be marked under Resubmission.
- All forms which have to be resubmitted, must be submitted again in the new web service/new forms only.
- All names which have been approved and against which Incorporation form is not filed till the date of notification of revised forms, shall be allowed to be used to file form FiLLiP for incorporation.;
- All names which have been approved and against which Change of name Form 5 is not filed till the date of notification of revised forms, shall be allowed to be used to file in revised Form 5.