

Charge Registration (CHG Forms) Pack

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This guide explains what the tool produces, how to use the output, and what to watch for. The actual output (draft/report) is generated on the tool page.

Background

Prepares the ROC charge filings when a company creates, modifies or satisfies a charge — a mortgage, hypothecation or lien — extracting the CHG-1 or CHG-4 field content from the loan and security instrument, the particulars of the charge, and the strict 30/120-day timeline with the additional-fee caution.

Purpose of this tool & output

Prepare charge creation, modification or satisfaction filings (CHG-1 / CHG-4) from the loan/security instrument, with the timeline

How the output is used

Use the extracted particulars to file the charge form on the MCA portal (CHG-1 for creation or modification, CHG-4 for satisfaction) within the deadline, and record it in the register of charges.

Who receives it

The Registrar of Companies (RoC), via the MCA portal; the charge-holder (bank/NBFC) verifies the particulars.

How to submit / file it

File CHG-1 within 30 days of creation (extendable to 120 days with additional fees) or CHG-4 within 30 days of satisfaction, with the instrument and the board resolution.

Fees & charges

MCA filing fees plus an ad valorem additional fee for any delay; a professional fee for the CS or CA.

Who should vet it

A company secretary (CS) — to confirm the particulars, the correct form and the strict timeline.

Important cautions

A charge not registered in time is void against the liquidator and other creditors, and the delay fee rises steeply; the 120-day outer limit is hard. Verify the timeline with a CS.

Companion documents

No related documents are listed on the portal for this tool.

This is AI-assisted guidance. Verify with a qualified professional before any binding decision. Fees, authorities and processes vary by state and change over time — confirm with your state authority.

