

<b>Department: Membership</b>	<b>Segment: All</b>
<b>Circular No: MSE/MEM/17922/2025</b>	<b>Date : October 07, 2025</b>

**Subject: Submission of Annual Returns for the Financial Year ended on March 31, 2025**

Trading Members of the Exchange are notified as under :

Trading members of the Exchange are hereby advised to submit the 'Annual Returns' (including Financial Strength Details) and 'Annual Confirmations' for the Financial Year ended March 31, 2025 **on or before October 31, 2025.**

Further, as per Enhanced Supervision guidelines mentioned in SEBI circular reference no. SEBI /HO /MIRSD /MIRSD2 / CIR /P /2016 /95 dated Sep 26, 2016, members are required to submit financial statements in the same format as prescribed under Companies Act, 2013 irrespective of whether they fall under the purview of Companies Act, 2013 or not. The 'due date' for submission of the aforesaid financial statements to stock exchanges shall be the same as prescribed under Companies Act, 2013 for submission to Registrar of Companies.

Accordingly, non-corporate Trading Members will also be required to adhere to the format as prescribed under the Companies Act, 2013.

Kindly refer below mentioned Annexures for submission of 'Annual Returns' and 'Annual Confirmations' and other relevant information:

**I) Part-A - Annual Return Submissions:**

<b>Sr.</b>	<b>Documents / Details</b>	<b>Annexure No.</b>
1.	Audited Networth Certificate & Computation of Networth as on March 31, 2025 based on Audited Accounts.  Clarification on Networth Computation	Annexure 1A - Networth Certificate for Corporates, Firms & Individuals Annexure 1B - Networth Certificate for Banks Annexure 1C - Method of Computation of Networth  Annexure 1.1
2.	Audited Accounts (Financial Statements) as on March 31, 2025, i.e. ➤ Audited Balance Sheet and Audited Profit and Loss Account with all Schedules and Notes. ➤ Auditor's Report ➤ Director's Report (as applicable)	As prescribed under Companies Act, 2013
3.	Financial Strength Details	Annexure 2

**Metropolitan Stock Exchange of India Limited**

**Registered Office:** 205A, 2nd Floor, Piramal Agastya Corporate Park, Kamani Junction, LBS Road, Kurla (West), Mumbai – 400070.  
Tel: +91-22-6112 9000 | customerservice@msei.in | www.msei.in | CIN: U65999MH2008PLC185856

## II) Submission - PART B – (Annual Confirmation)

Sr.	Documents / Details	Annexures
1	Standard Undertaking	Annexure 3
2	Undertaking regarding <i>changes/no changes</i>	Annexure 4
3	Details of Directors/ Partners/ Proprietor	Annexure 5
4	Shareholding Pattern/ Partnership Pattern	Annexure 6
5	Undertaking related to Politically Exposed Persons (PEP)	Annexure 7
6	Contact Details	Annexure 8
7	Details regarding Membership of other Stock Exchanges	Annexure 9

- Submission of documents above listed (Annexure 3 to Annexure 9) are mandatory for all the members and to be submitted dully filled in the specified format.

## III) Part C-Statutory Auditor Details

Sr.	Documents / Details	Annexure No.
1	Statutory Auditor Undertaking	Annexure 10
2	Guidelines pertaining to Statutory Auditors	Annexure 11

## IV) PART – D

Sr.	Documents / Details	Annexures
1	Networth Requirements	Annexure 12
2	Action for Non-Compliance	Annexure 13

The formats for aforesaid documents to be submitted are available on the Exchange website under membership section and may be suitably used by the members. (<http://www.msei.in/members/membership/current-membership/annual-returns.aspx>)

Members are requested to take note of the following:

- All Activated Members of the Exchange as on March 31, 2025 in any one or multiple segments of the Exchange are required to submit the Annual Return Submissions.
  - A Member is treated as activated, even though it has not traded for a single day during the F.Y. 2024-25 though its trading terminals are active as on March 31, 2025. Hence submission of above-mentioned Part A documents and Part B documents are applicable to all activated members.
- All submissions should be strictly in the format specified by the Exchange.
- Members are required to submit their 'Annual Returns (including Financial Strength details)' and 'Annual Confirmation' on [annualreturns@msei.in](mailto:annualreturns@msei.in).

- Members having accounting year ending on any date other than March 31 are advised to submit the Annual Returns (Including Financial Strength details) and 'Annual Confirmation details' within a period of 6 months from the close of accounting year followed by them. Such members are required to inform about the different account year followed by them within 15 days of this circular.
- Members may please note that in case of any post facto changes in Directors, Shareholding/sharing pattern, Constitution etc. (i.e. changes done without obtaining the prior approval of the Exchange, wherever applicable) mere submission of documents will not result in simultaneous updating of records at the Exchange and Members are required to follow the laid down procedure for obtaining post facto approval / intimation to the Exchange, as the case may be, for changes already carried out.
- Member are requested to ensure that all the Certificate / Reports submitted to the Exchange (issued / certified by full time Practicing Chartered Accountant / Company Secretary) shall mandatorily mention UDIN (as applicable).

In case of non-submission of Annual Return for the financial year 2024-25, within the due date, disciplinary actions shall be initiated by the Exchange as specified under **Annexure 11**. Also, all the members of the Exchange are required to maintain Networth at all points of time as prescribed by the Exchange. In case of Networth is below the minimum requirement, the Exchange would initiate appropriate disciplinary action in accordance with Annexure 11.

Members are required to take note of the above and submit the 'Annual Returns' and 'Annual Confirmation' on or before **October 31, 2025**.

All the members are requested to take note of the same.

For any clarifications, members may please contact Membership Department on 022- 61129000 and / or send an email at [annualreturns@msei.in](mailto:annualreturns@msei.in)

**For and on behalf of**  
**Metropolitan Stock Exchange of India Limited**

**Chirag Sodawaterwalla**  
**AVP –Membership**