

Format Guide: Capital Reserve Compliance Certificate

Date: \_\_\_\_\_  
Ref. No.: \_\_\_\_\_

To,  
The Board of Directors  
[Company Name]  
[Company Address]

**Subject:** Capital Reserve Compliance Certificate for the Financial Year [Year]

Dear Sir/Madam,

Pursuant to the applicable provisions of the Companies Act, 2013 and rules made thereunder, we hereby certify that the Capital Reserve of the Company as at [Balance Sheet Date] has been maintained and utilized as per statutory requirements.

Details of Capital Reserve

Particulars	Amount (INR)
Opening Balance as on [Start Date]	_____
Add: Additions during the year	_____
Less: Utilization during the year	_____
Closing Balance as on [End Date]	_____

We further confirm that the Capital Reserve has neither been utilized for purposes not permitted by law nor withdrawn for any purpose other than those permitted under the relevant provisions.

This certificate is being issued for compliance and record purposes.

For [Company Name]

\_\_\_\_\_  
Authorized Signatory  
[Name & Designation]  
[Date]

Important Notes:

- This certificate should be prepared and signed by an authorized person/officer of the company.
- Ensure all financial figures are cross-checked with audited financial statements.
- The certificate format may need to be customized according to specific statutory requirements or auditor requests.
- Retain a copy for both internal and statutory compliance record-keeping.