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## LEGAL DUE DILIGENCE DOCUMENT LIST

### **A. CORPORATE ORGANIZATION**

1.1 Latest copy of the constitution or formation documents (such as the memorandum of association, articles of association & certificate of incorporation, PAN Card, Registered Address Proof) and any amendments to those documents of the Company and each of its subsidiaries and affiliates.

1.2 All agreements among any equity holders of the Company or any of its subsidiaries or affiliates (such as shareholder agreements, investor rights agreements, joint venture agreements, share subscription agreements, pre-emptive rights, conversion rights, rights of first refusal etc.), including any agreement that the Company may have with its promoters/ founders/ affiliates.

1.3 List of all current shareholders of the Company with each holder's ownership in shares and percentages and the total number of authorized and issued equity share capital of the Company.

1.4 List of all persons/entities holding options, warrants, convertible loans or other rights exercisable to acquire equity interests of the Company.

1.5 Details of Directors and Key Management Persons, which includes a brief bio, KYC of Directors, details of any other professional engagement.

### **B. STATUTORY RECORDS, REGISTRATIONS AND COMPLIANCES**

2.1 List of all countries and/or Indian states or localities in which the Company or any of its subsidiaries:

### **C. FINANCE**

3.1 Last Year's audited and unaudited financial statements and balance sheets of the Company.

3.2 Any communications regarding defaults, potential defaults or waivers of defaults under any indebtedness or credit agreements, including past defaults, waivers of interest or penalties.

### **D. ACCOUNTING**

4.1 Last year's accounting, audit or similar reports to the Company's directors, management or any committee.

### **E. LITIGATION**

5.1 Describe all pending, threatened or potential litigation, administrative proceedings, government investigations/inquiries, arbitration or claims affecting the Company or any affiliate or subsidiary, including all related pleadings, correspondence and other documents. These items may include but are not limited to: environmental violations, employment issues, intellectual property infringements, real estate disputes, contract disputes, etc.

5.2 Provide a list of all orders, decrees, judgments, settlements, injunctions or rulings by any court or agency, which may bind or affect the Company or its subsidiaries.

5.3 Claims/disputes against, by or involving the Company, including customer or consumer complaints.