

Process related to registration of TM Agent and Creation of Attorney Code

A. Creation of Attorney Code

As per law Advocates may practice before the tribunal and for that they may create Attorney Code for filing online applications through comprehensive online filing.

For generation of Attorney code, an advocate required to send his details (name, DoB, Address, email, mobile No., place of practice) with registration certificate to practice as an advocate by submitting their details vide comprehensive e-filing for generation of attorney code. After verification, if, given information noted proper and correct, one attorney code will be created and sent to advocate concerned through email.

B. Process related to registration of TM Agent

Process of registration as TM Agent may be divided in two category: (i) with application to TM office on TM-G with prescribed fee or (ii) with passing of a qualification Exam conducted by TM office from time to time.

i. with application to TM office on TM-G with prescribed fee

Any advocate within the meaning of the Advocate Act, 1961 or Member of the Institute of Company Secretaries of India may apply for Registration as TM Agent on Form TM-G with prescribed fee as mentioned in First Scheduled of TM-Rules 2017.

Procedural requirement:

- Application may be submitted online through comprehensive e-filing or offline at appropriate office.
- If, offline, form (TM-G) shall be filled in block letter on A-4 size papers and signed by the applicant properly.
- Applicant shall annex Birth Certificate, Certificate of Educational Qualification, Certificate of Practice and character Certificate issued by Educational Institution, Regulatory Body under which applicant is practicing, Gazetted officer of Public Representatives.
- After receipt of the applications, scrutiny will be done by the officer concerned, and if any discrepancy noted, concerned applicant will be notified at given email id.
- If applications form will found in order, Registration Certificate will issue to the applicant.

- ii. **With application to TM office on TM-G with prescribed fee and passing of Exam conducted by the TM office time to time.**

Any graduate from recognised university are eligible for application as registration of TM Agent but eligibility of registration is depend on successful passing the examination conducted by the TM Office in this regard from time to time.

There is no bar for making applications under this category, however, before taking such Exam TM Office specifically issue notification inviting applications from public in general for the purpose. So, it is advised that desired candidates under this category should apply only when notification issued by the office inviting application for the purpose.