



## Shilpi Gupta

*Principal Associate*

Email: [sgupta@knm.in](mailto:sgupta@knm.in)

### Practice Areas

- Compliance & Regulatory
- Private Client Practice
- Startup Advisory

### Professional Profile

With 9 years of experience in company secretarial services, Shilpi Gupta specializes in corporate governance, regulatory compliance, due diligence, dematerialization of shares, and general corporate secretarial matters. She has worked extensively on M&A transactions, company incorporations, and post-acquisition corporate restructuring.

### Memberships

- Associate Member, Institute of Company Secretaries of India (ICSI)
- LL.B., CCS University

### Key Experience

- **Corporate Compliance & Governance**
  - Managed Secretarial Compliances for private and public companies including companies that are 100% subsidiaries of foreign entities under the Companies Act, 2013.
  - Advised on incorporation of Indian entities and LLPs, along with post-incorporation compliances.
  - Managed annual filings, secretarial audits, and board compliance support.
  - Handled share allotments, private placements, issuance of debentures, and amendments to MoA/AoA.
  - Assisted in drafting of Share Purchase Agreements.
  - Convened and Conducted Board Meeting in person and through Video Conferencing, facilitating smooth and efficient proceedings.
  - Facilitated Share Transfers in both physical and demat modes, ensuring proper documentation and compliance.

- Assisted in Compliance for various foreign companies within the group, ensuring adherence to local and international regulations.
  - Monitor changes in relevant legislation and the regulatory environment and take appropriate action.
- **Due Diligence**
  - Conducted Corporate Due Diligence for the acquisition of private companies, including drafting of Share Purchase Agreements and managing post-acquisition compliances (e.g., changes in registered office, directors, and statutory registers).
  - Identified Areas of Potential Non-Compliance during due diligence, contributing to significant cost savings and risk mitigation by suggesting reasonable responses to complex problems.
  - Supported Secretarial Due Diligence for real estate project transactions and funding, including identifying existing charges on proposed projects.
- **Mergers & Acquisitions**
  - Assisted clients in preparing procedure of Fast Track Merger and drafting of all secretarial merger documents including but not limited to filing of necessary form, returns and documents with the Registrar of Companies and other related authorities.
  - Managed acquisitions of private companies including drafting of Share Purchase Agreements and managing post-acquisition compliances.