

CHECKLIST FOR GST REGISTRATION-COMPANY

<u>S. NO.</u>	<u>DETAILS</u>	<u>TYPE OF DOCUMENT</u>
1.	Photograph of all Directors	Passport Size Photo
2.	Proof of place of Business (any 1)	Electricity Bill (Not Older than One Month) (if Self Owned and in case the property is on the name of parents elsethen NOC will be required)
		Rent/Lease Agreement (In case of rented Place)
3.	Mobile No. & E-mail id of each Directors	ONLY DETAILS
4.	Copy of identity proof each partner	PAN & Aadhar of each Directors
5.	Din Number each Directors & Partners	ONLY DETAILS
6.	Certificate of Incorporation	SOFT COPY
7.	Nature of Business (Manufacturing/Service/Trading)	ONLY DETAILS
8.	Industry (Product Description)	ONLY DETAILS
9.	Board Resolution	SOFT COPY

NOTE: ALL DOCUMENTS ARE MANDATORY.

PLEASE MAKE SURE THAT DOCUMENTS SHARED ARE CLEAR IN NATURE AND INFORMATION IS CLEARY VISIBLE.

(The Checklist is only indicative and not exhaustive and depending upon the local requirements at different places addition could be made as per necessity)

Wish you success in future.