

DOCUMENTS LIST FOR IMPORT / EXPORT CODE REGISTRATION

>V: Tick and upload the requisite documents as detailed below:							
A	Proprietorship	<ul style="list-style-type: none"> • Digital Photograph (3x3cms) of the Proprietor. • Copy of PAN card of the Proprietor. • Copy of Passport (first & last page)/Voter's I-Card/ Driving Licence/UID (Aadhar card) (any one of these). • Sale deed in case business premise is self-owned; or Rental/Lease Agreement, in case office is rented/ leased; or latest electricity /telephone bill. • Bank Certificate as per ANF 2A(I)/ Cancelled Cheque bearing pre-printed name of applicant and A/C No. 					
B	Partnership firm	<ul style="list-style-type: none"> • Digital Photograph (3x3cms) of the Managing Partner. • Copy of PAN card of the applicant entity. • Copy of Passport (first & last page)/Voter's I-Card /UID (Aadhar Card) /Driving Licence/PAN (any one of these) of the Managing Partner signing the application. • Copy of Partnership Deed. • Sale deed in case business premise is self-owned; or Rental/Lease Agreement, in case office is rented/ leased; or latest electricity /telephone bill. • Bank Certificate as per ANF 2A (I)/Cancelled Cheque bearing pre-printed name of the applicant entity and A/C No. 					
C	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">LLP firm</td> </tr> <tr> <td style="text-align: center;">Government Undertaking</td> </tr> <tr> <td style="text-align: center;">Public Limited Company</td> </tr> <tr> <td style="text-align: center;">Private Limited Company</td> </tr> <tr> <td style="text-align: center;">Section 25 Company</td> </tr> </table>	LLP firm	Government Undertaking	Public Limited Company	Private Limited Company	Section 25 Company	<ul style="list-style-type: none"> • Digital Photograph (3x3cms) of the Designated Partner/Director of the Company signing the application. • Copy of PAN card of the applicant entity. • Copy of Passport (first & last page)/Voter's I-Card /UID (Aadhar Card) /Driving Licence/ PAN (any one of these) of the Managing Partner/Director signing the application. • Certificate of incorporation as issued by the RoC • Sale deed in case business premise is self-owned; or Rental/Lease Agreement, in case office is rented/ leased; or latest electricity /telephone bill. • Bank Certificate as per ANF 2 A(I)/Cancelled Cheque bearing pre-printed name of the company and A/C No .
LLP firm							
Government Undertaking							
Public Limited Company							
Private Limited Company							
Section 25 Company							

D	Registered Society	<ul style="list-style-type: none"> • Digital Photograph (3x3cms) of the signatory applicant/Secretary or Chief Executive.
	Trust	<ul style="list-style-type: none"> • Copy of PAN card of the applicant entity. • Copy of Passport (first & last page)/Voter's I-Card /UID (Aadhar Card) /Driving Licence/ PAN (any one of these) of the Secretary or Chief Executive/ Managing Trustee signing the application. • Sale deed in case business premise is self-owned; or Rental/Lease Agreement, in case office is rented/ leased; or latest electricity /telephone bill. • Registration Certificate of the Society / Copy of the Trust Deed • Bank Certificate as per ANF 2A(I)/Cancelled Cheque bearing pre-printed name of the Registered Society or Trust and A/C No.
E	HUF	<ul style="list-style-type: none"> • Digital Photograph (3x3cms) of the Karta. • Copy of PAN card of the Karta. • Copy of Passport (first & last page)/Voter's I-Card/ UID (Aadhar card)/ Driving Licence (any one of these) of the Karta. • Sale deed in case business premise is self-owned or Rental/Lease Agreement, in case office is rented/ leased or latest electricity /telephone bill. • Bank Certificate as per ANF 2A(I)/ Cancelled Cheque bearing pre-printed name of applicant and A/C No.