

Professional Tax

Required Documents:

PRIVATE LIMITED CONCERN :

1. Rental Agreement for office premises
2. Memorandum of Articles
3. Articles of Association
4. Company incorporation Certificate
5. Company PAN Card Copy
6. Service Tax Certificate Copy
7. PAN Card copy – Each Director
8. Staff Gross Salary details in Company letter head.
9. Staff Joining date in Company letter head
10. Nature of Business
11. Cheque Favour of "**The Revenue Officer Corporation of Chennai**"

PROPRIETORSHIP CONCERN :

1. Rental Agreement for office premises
2. PAN Card Copy
3. Service Tax Certificate Copy
4. ID Proof and Address Proof.
5. Staff Gross Salary details in Company letter head.
6. Staff Joining date in Company letter head
7. Nature of Business
8. Cheque Favour of "**The Revenue Officer Corporation of Chennai**"

PARTNERS CONCERN :

1. Rental Agreement for office premises
2. Partnership Deed
3. Company PAN Card Copy
4. Service Tax Certificate Copy
5. PAN Card copy – Each Director
6. Staff Gross Salary details in Company letter head.
7. Staff Joining date in Company letter head
8. Nature of Business
9. Cheque Favour of "**The Revenue Officer Corporation of Chennai**"