

**1. Documents required for Private Limited Company (Pvt Ltd)/Public Company (limited company)/One person company (OPC):**

**- Company documents**

- PAN card of the company
- Registration Certificate of the company
- Memorandum of Association (MOA) /Articles of Association (AOA)
- Copy of Bank Statement
- Declaration to comply with the provisions
- Copy of Board resolution

**- Director related documents**

- PAN and ID proof of directors

**- Registered Office documents**

- Copy of electricity bill/landline bill, water Bill
- No objection certificate of the owner
- Rent agreement (in case premises are rented)

**2. Documents required for Limited Liability Partnerships (LLP):**

**- LLP documents**

- PAN card of the LLP
- Registration Certificate of the LLP
- LLP Partnership agreement
- Copy of Bank Statement of the LLP
- Declaration to comply with the provisions
- Copy of Board resolution

**- Designated Partner related documents**

- PAN and ID proof of designated partners

**- Registered Office documents**

- Copy of electricity bill/landline bill, water Bill

- No objection certificate of the owner
- Rent agreement (in case premises are rented)

### **3. Documents required for Normal Partnerships**

#### **- Partnership documents**

- PAN card of the Partnership
- Partnership Deed
- Copy of Bank Statement
- Declaration to comply with the provisions

#### **- Partner related documents**

- PAN and ID proof of designated partners

#### **- Registered Office documents**

- Copy of electricity bill/landline bill, water Bill
- No objection certificate of the owner
- Rent agreement (in case premises are rented)

### **4. Documents required for Sole proprietorship/Individual**

#### **- Individual documents**

- PAN card and ID proof of the individual.
- Copy of Cancelled cheque or bank statement.
- Declaration to comply with the provisions.

#### **- Registered Office documents**

- Copy of electricity bill/landline bill, water Bill
- No objection certificate of the owner
- Rent agreement (in case premises are rented)