



Presence : NCR | Ludhiana

DOCUMENT CHECKLIST FOR GST REGISTRATION IN THE CASE OF COMPANY

WE REQUIRE FOLLOWING INFORMATION IN CONTEXT TO REGISTRATION OF GST

SR. NO.	PARTICULARS
1.	PAN Card of Company
2.	Registration Certificate of the Company
3.	MOA / AOA of the Company
4.	Proof of Principal Place of Business (Anyone - Electricity Bill/Rent or Lease Agreement/Latest Bank Statement (Not older than 2Months))
5.	Rent Agreement and NOC from owner of Premises (in Case premises taken on Rent)
6.	Proof of appointment of authorized signatory- letter of authorization/Copy of Board Resolution
7.	DSC of Authorized Representative
8.	Valid Mobile no.
9.	Valid E-mail Id
10.	Bank account Details - a copy of canceled cheque or bank statement
11.	Details of Major goods and services (Any 5 can be Provided)
12.	Additional Place of Business (If any)
13.	PAN Card of Directors
14.	Address Proof of Directors
15.	Photograph of Directors