

**Documents Annexed Along With The Form
For Proprietorship / Partnership / Private / Public Limited Companies / Society / Association / Trust
(One each for Identity Proof / Address Proof)**

IDENTITY PROOF		ADDRESS PROOF	
• PAN Card	<input type="checkbox"/>	• Electricity Bill (Latest)	<input type="checkbox"/>
• Sales Tax / TAN registration Certificate	<input type="checkbox"/>	• Telephone Bill (Latest)	<input type="checkbox"/>
• Registration Certificate Issued by State / Central Government	<input type="checkbox"/>	• Bank Account Statement	<input type="checkbox"/>
• IT Exemption Certificate	<input type="checkbox"/>	• Certificate of Incorporation / Registration	<input type="checkbox"/>
• Charity Commissioner Permission / Letter	<input type="checkbox"/>	• Lease Agreement	<input type="checkbox"/>

Additional Mandatory Documents Submitted

Public / Private Limited Companies <ul style="list-style-type: none"> • Board Resolution / Authority Letter • Certification of Incorporation • Memorandum & Articles of Association 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Partnership Firm <ul style="list-style-type: none"> • Partnership Deed • Authority of all partners • Certification of Registration (if registered) 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Trust / Partnership / Proprietorship <ul style="list-style-type: none"> • Trust Deed • Resolution • Rules (if any) • Certificate of Registration • Exemption Certificate from TDS (if any) • Minutes of Meeting • Shop & Establishment License 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Society / Association <ul style="list-style-type: none"> • Bye laws • Resolution • Rules • Certificate of Registration • Exemption Certificate from TDS (if any) • Minutes copy • Municipal Assessment / Property Tax 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

**Documents Annexed Along With The Form for Authorized Signatories
(One for each : Identity Proof / Address Proof)**

IDENTITY PROOF		ADDRESS PROOF	
• Passport	<input type="checkbox"/>	• Government ID Card	<input type="checkbox"/>
• PAN Card	<input type="checkbox"/>	• Arms License	<input type="checkbox"/>
• Voter's ID Card	<input type="checkbox"/>	• One Recent Photo (per person)	<input type="checkbox"/>
• Driving License	<input type="checkbox"/>		
		• Passport	<input type="checkbox"/>
		• Voter's ID Card	<input type="checkbox"/>
		• Driving License	<input type="checkbox"/>
		• Ration Card	<input type="checkbox"/>
		• Electricity Bill (Latest)	<input type="checkbox"/>
		• Telephone Bill (Latest)	<input type="checkbox"/>
		• Mahanagar Gas Bill (Latest)	<input type="checkbox"/>
		• Latest Municipal Tax Bill	<input type="checkbox"/>
		• Lease Agreement	<input type="checkbox"/>

IN CASE OF SENIOR CITIZEN: Kindly annex proof of age (e.g Senior citizen card, etc.)

IN CASE OF MINOR ACCOUNT: Kindly annex certified copy of Birth certificate.

Identity Proof : Government ID Card consists following documents :

- Photo ID Card issued by Central or State Government or any of its ministries or Bar Council of India
- Senior Citizen's Photo ID Card issued by Central / State Government