



TRADEMARKS	COPYRIGHTS	INCOME TAX RETURNS	IMPORT EXPORT CODE	HALLMARKING
DIGITAL SIGNATURES	COMPANY	PARTNERSHIP FIRM	G.S.T. REGISTRATION	EPFO / ESI / MSME / NSIC
PROPERTY REGISTRATION	SALE & LEASE DEED	MUTATION	TRUST REGISTRATION	AGREEMENTS/CONTRACTS
F.S.S.A.I. REGISTRATION	e-STAMP PAPER	ISO CERTIFICATION	CRIMINAL MATTERS	DISPUTES SETTLEMENTS

Hello GLF Client(s),

LIST OF DOCUMENTS

Please Note: All Below Documents Should be Cleared Scanned and also should be Scanned from Original Only. And should not be scanned from Photocopy Documents.

D-Code	Documents Name
GST001	Certificate of Entity :: Company Registration or Partnership Registration or LLP Registration.
GST002	PAN Card of Entity.
GST003	MOA + AOA / Partnership Deed / LLP Deed.
GST004	NOC from Owner of Registered Office of Entity on Rs. 20/- Stamp Paper Affidavit. + Address Proof of Registered Office of Entity in the name of Owner (Address Proof should be PDF Electricity Bill or PDF Mobile/Landline Bill or Water Bill + ID Proof of Owner (PAN Card or Passport or Driving License) (Rent Deed Not Applicable) (NOC should not be older than 3 months).
GST005	Digital Signature of Any One Director in Class 2.
GST006	Authority Letter by Entity in favour of Single Director / Partner.
GST007	PDF File - One Month Bank Statement of Entity.
GST008	Board Resolution by Entity For Obtaining G.S.T. Identification Number.
GST009	JPG Passport Size Photo + PAN Card + Aadhaar Card of All Director / Partner / Proprietor.
GST010	Scanned Copy of DVAT RC (if available).
GST011	Scanned Copy of Service Tax Certificate (if available).
GST012	Scanned Copy of Import Export Code Certificate (if available).
GST013	Scanned Copy of Excise Duty Registration Certificate (if available).

PLEASE NOTE:: IN CASE OF GST REGISTRATION, IF YOU ARE HAVING LUXURY TAX NUMBER, ENTERTAINMENT TAX NUMBER, OR ANY OTHER TAX NUMBER, KINDLY PROVIDE TO US AS IT IS MANDATORY TO FURNISH ALL DETAILS TO GST DEPARTMENT.

■ **By Team of GARG LAW FIRM.**