

## Document List For **Pvt Ltd Company**

1. Company's PAN Card (1 Copy)
2. Company's Address Proof (1 Copy)
3. Company's Bank Proof Copy - Original Cancel Cheque And Latest 6 Months Bank Statement (1 Copy)
4. Director's PAN Card (1 Copy)
5. Director's Address Proof (1 Copy)
6. Director's Aadhar Card (1 Copy)
7. Director's Photo (2 Copy)
8. Balance Sheet Of Last 2 Years (1 Copy)
9. Memorandum & Articles Of Association (1 Copy)
10. Incorporation Certificate (1 Copy)
11. Form 32 In Case Of Any Change Of Directors (1 Copy)
12. Company Share Holding Pattern On Co. Original Letter Head (Inclusive Of Person Holding More Than 5%) (1 Copy)
13. List Of Directors In The Company Original Letter Head (1 Copy)
14. List Of Authorised Signatory In The Company On Original Letter Head (1 Copy)
15. Board Resolution Duly Signed By The CMD/Chairman Of The Meeting (1 Copy)
16. UBO Declaration Form

- ✦ Keep Witness Details And Signature On Page 14 (DP Form)
- ✦ All Documents Should Be Self Attested And With Company Stamp

A/C Opening (Franking) : **₹500** | AMC : **₹1,000 PA** plus GST