



Required Documents

PRIVATE LIMITED /ONEPERSON COMPANY/LIMITED LIABILITY

- ❖ *PRIVATE LIMITED & LIMITED LIABILITY PARTNERSHIP REQUIRE MINIMUM 2 DIRECTORS SO BOTH DIRECTOR'S KYC*
- ❖ *ONE PERSON COMPANY REQUIRE ONLY SINGLE DIRECTOR*
- ❖ *ADHAAR*
- ❖ *PAN*
- ❖ *EMAIL*
- ❖ *MOBILE No.*
- ❖ *PROPERTY ELECTRICITY BILL or PROPERTY TAX BILL*
- ❖ *RENT AGREEMENT IF PROPERTY IS RENTED*
- ❖ *ELECTRICITY BILL RECENT MONTH*
- ❖ *LAST 3 MONTH or RECENT BANK STATEMENT EVEN ITS NEW ACCOUNT*
- ❖ *BANK PASSBOOK FRONT PAGE WITH CUSTOMER PHOTO & BANK SEAL*
- ❖ *AUTHORIZATION LETTER/NOC SIGNED BY CUSTOMER*
- ❖ *1 PASSPORT SIZE PHOTO*
- ❖ *NATURE OF BUSINESS – SHORT DESCRIPTION FOR CLARITY*
- ❖ *AUTHORIZED CAPITAL & PAID UP CAPITAL (CUSTOMER CAN TALK WITH US FOR CLARITY)*



❖ *COMPANY EMAIL ID (other than individual e-mail id cause all company documents will be shared on this e-mail ID)*

❖ *ALL DIRECTOR'S SHARE HOLDING DETAILS*

➤ *IF ANY DOCUMENT IS NOT AVAILABLE FROM CLIENT'S END NEED NOT TO WORRY WE WILL PREPARE THAT FOR NOMINAL COAST.*

