

MGM TAXSERVE

Office: 102, Ground Floor, Deep Plaza, Near District Courts,
Gurgaon-122001; Ph: 0124-4105600; Telefax: 0124-4105600

Mob: +91-9871035600

Email: mgmtaxserve@gmail.com

Web: www.mgmtaxserve.com

DOCUMENTS REQUIRED FOR REGISTRATION PURPOSE UNDER HR VAT & CST ACTS.

1. Memorandum and Article of Association.
2. Bill of purchase outside the state showing levy of 12.5% CST in the name of applicant.
3. Proof of ownership of business premises. If rented, lease deed.
4. Resolution in favour of director who is to sign the application forms.
5. List of Machinery, Raw Material, Packing Material & Finished Products.
6. Complete list of other places of business and head office.
7. Approach site plan w.r. to business premises.
8. Bank account of the firm/company.
9. Surety Bonds/ Bank Guarantees of Rs.50000/- each in favour of HVAT & CST Acts.
10. Passport size photo (Two Nos.) of each Directors.(Self attested).
11. Proof of Residence of the applicant and all the directors of the Co. (Photo ID Proof).

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12. Photocopy of PAN. No of Company & each directors
13. Photograph of front side of business premises also covering left & right sides of the premises.
14. Detail of payment of building/interior contract & proof of payment of WCT

Thanks & Regards

(Mahesh Gupta, Advocate)