



D.R.CHANDARANA & Co

SINCE 1970

COMPANY FORMATION DOCUMENTS CHECKLIST





Documents Required For Incorporation Of Company

Step 1 : DSC Application of Directors & Promoter

- PAN & Aadhar
- Email ID & Mobile No.

} Of Each Applicant.

Step 2 : Name Approval Application

- 2 Alternate Names
- Main Business Objective of the Company

Step 3 : Incorporation

Documents for Directors / Promoters

- Copy of PAN
- Copy of Aadhar Card
- Identity Proof (Passport / Voter ID / Driving License)
- Residence Proof (Bank Stat. / Electricity Bill / Telephone Bill)
- Email ID & Mobile No.

Not Required if DIN Allotted

Documents for Company

- Proof of Registered Office Address (Sale Deed / Lease or Rent Deed)
- Address Proof of Office (Latest - Electricity Bill / Telephone Bill / Bank Stat.)

Thank You

Lets Get in Touch



Tax Consultant

✉ 603-604, Aalap A Complex, Limda Chowk, Rajkot - 360001
✉ it@chandarana.co.in  d.r.chandarana&co
Web : <https://drcrajkot.in/>