

<i>services</i>	<i>AboutServices</i>	<i>Doc_Req</i>
<i>Accounting - Package 1 (Up to 20L turnover)</i>	<i>Accounting - Package</i>	<i>Aadhar Card, PAN Card, Sale File, Purchase File, Other Expense or Income File</i>
<i>Accounting - Package 2 (Up to 50L turnover)</i>	<i>Accounting - Package</i>	<i>Aadhar Card, PAN Card, Sale File, Purchase File, Other Expense or Income File</i>
<i>Accounting - Package 3 (Up to 1 Cr turnover)</i>	<i>Accounting - Package</i>	<i>Aadhar Card, PAN Card, Sale File, Purchase File, Other Expense or Income File</i>
<i>Accounting - Package 4 (Up to 1.5 Cr turnover)</i>	<i>Accounting - Package</i>	<i>Aadhar Card, PAN Card, Sale File, Purchase File, Other Expense or Income File</i>
<i>Accounting Package (Upto 5 Crore)</i>	<i>Accounting Package</i>	<i>Aadhar Card, PAN Card, Sale File, Purchase File, Other Expense or Income File</i>
<i>Active Form</i>	<i>Active Form (INC-22)</i>	<i>Rent Agreement Pan of Company and COI Telephone, Gas ,Electricity etc Photo of Company Office with Banner(board) Photo of Director in the Company of</i>
<i>ADT 1</i>	<i>Auditor Appointment in the Company</i>	<i>Pan card of Company Certificate of Incorporation</i>
<i>ADVANCE TAX</i>	<i>Advance Tax Payment</i>	<i>Pan Card Aadhar Card ITR Id and password Last year ITR and computation</i>
<i>AEPS device setup and activation</i>	<i>AEPS device activation- Aadhar enabled payment system bio metric device setup and activation</i>	<i>Clear and visible Aadhar card in JPEG format not exceeding more than 1 mb</i>
<i>Alteration/Addition in Company</i>	<i>change in company name,address,directors</i>	<i>legal documents for alteration proof</i>
<i>Amendment or Correction in Any Application</i>	<i>change and correction any document</i>	<i>legal documents of change required</i>
<i>ammendment of registered society</i>		
<i>Appointment and resignation of the Directors</i>	<i>Appointment and resignation of the Director</i>	<i>KYC</i>

Balance Sheet & Profit Loss Account	Balance Sheet & Profit Loss Account	Pan Card Aadhar Card Bank Statements Last Year Balance Sheets GST User-id and Password ITR User-id and Password
Banking setup and activation charges	Banking setup and activation	Self attested Pancard and Adhaar
CA Certification (Bank Verification Purpose)	CA Certification (Bank Verification Purpose)	Pan Card Aadhar Card Udhog Aadhar GST Certificate
CA Certification of Balance Sheet (1 Cr and above)	CA Verified of Balance Sheet	Last Year Balance sheet ITR User-id & Password GST User-id & Password Pan Card Aadhar Card Bank Statements
CA Certification of Balance Sheet (20 Lacs to 50 Lacs)	CA verified balance sheet	Last Year Balance sheet ITR User-id & Password GST User-id & Password Pan Card Aadhar Card Bank Statements
CA Certification of Balance Sheet (50 Lacs to 75 Lacs)	Certification of Balance Sheet by Chartered Accountant	Last Year Balance sheet ITR User-id & Password GST User-id & Password Pan Card Aadhar Card Bank Statements
CA Certification of Balance Sheet (75 Lacs to 1 Cr)	Certification of Balance Sheet by Chartered Accountant	Last Year Balance sheet ITR User-id & Password GST User-id & Password Pan Card Aadhar Card Bank Statements
CA Certification of Balance Sheet(upto 20 Lacs)	CA Verified of Balance Sheet	Last Year Balance sheet ITR User-id & Password GST User-id & Password Pan Card Aadhar Card Bank Statements
CA Certification of CMA report	CA Certification of CMA report	CMA report
CA certification of itr computation (income upto 20 lacs)	CA certification	Computation copy
CA certification of itr computation (income above 20 lacs upto 30 lacs)	CA certification of itr computation	computation page of itr
CA certification of itr computation (income above 30 lacs upto 45 lacs)	CA certification of itr computation	computation page of itr
CA certified ADT-1,Balance sheet,ROC filing,Audit Report	CA certified ADT-1,Balance sheet,ROC filing,Audit Report	KYC

Charitable Trust Registration (Delhi)	A Society is an organization which is registered as a Non-Profit Organization (NPO). NPO/company has its objective of promotion of arts, commerce, charity, education, protection of environment, science, social welfare, sports, research, religion and intends to apply its profits, if any, or other income in promoting its objects. It functions exactly like a limited company including all the rights and obligations that come with such a company. However, it differs from a company in one very crucial aspect, i.e. it cannot use the words "Section 8" or "Limited" in its name.	Documents required for society of Trust or club:- • PAN Card of society/Trust/club • Registration Certificated • Photo and PAN Card of Promoter/Partners • Bank details- a copy of cancelled cheque or bank statement • Address proof of registered office:- Own office-copy of electricity bill / landline bill/ water bill/ municipal khata copy/ property tax receipt Rented office-rent agreement and no objection certificate (NOC) from the owner • Proof of appointment of authorized signatory-letter of authorization
CMA Report	CMA Report	Sale Details, Purchase Details, Required Loan Amount, Other Expenses , Business Details
Computation only(Income tax return)	Computation only(Income tax return)	ITR Id and password(if available), PAN, Aadhar, bank details and statements
Digital life certificate	Digital life certificate	KYC
Digital Signature Certificate- Class 2(1 Year- combo) Individual	Digital Signature Certificate	kyc details and e-mudra form
Digital Signature Certificate- Class 2(1 Year- signature) company	Digital Signature Certificate	kyc details and e-mudra form
Digital Signature Certificate- Class 2(1 Year- signature) Individual	Digital Signature Certificate	kyc details and e-mudra form
Digital Signature Certificate- Class 2(2 Year- combo) Individual	Digital Signature Certificate	kyc details and e-mudra form
Digital Signature Certificate- Class 2(2 Year- combo) Individual		
Digital Signature Certificate- Class 2(2 Year- signature) company	Digital Signature Certificate	kyc details and e-mudra form

Digital Signature Certificate- Class 2(2 Year- signature) Individual	Digital Signature Certificate	kyc details and e-mudra form
Digital Signature Certificate- Class 2(3 Year- combo) Individual	Digital Signature Certificate	kyc details and e-mudra form
Digital Signature Certificate- Class 2(3 Year- signature) company	Digital Signature Certificate	kyc details and e-mudra form
Digital Signature Certificate- Class 2(3 Year- signature) Individual	Digital Signature Certificate	kyc details and e-mudra form
Digital Signature Certificate- Class 3(1 Year- combo) company		
Digital Signature Certificate- Class 3(1 Year- combo) Individual	Digital Signature Certificate	KYC details and e-mudra form
Digital Signature Certificate- Class 3(1 Year- signature) company	Digital Signature Certificate	kyc details and e-mudra form
Digital Signature Certificate- Class 3(1 Year- signature) Individual	Digital Signature Certificate	kyc details and e-mudra form
Digital Signature Certificate- Class 3(2 Year- combo) company	Digital Signature Certificate	Aadhar card, pan card, 1 photo, e-mudra form
Digital Signature Certificate- Class 3(2 Year- combo) Individual	Digital Signature Certificate	kyc details and e-mudra form
Digital Signature Certificate- Class 3(2 Year- signature) company	Digital Signature Certificate	Aadhar card, pan card, 1 photo, e-mudra form
Digital Signature Certificate- Class 3(2 Year- signature) Individual	Digital Signature Certificate	kyc details and e-mudra form
Digital Signature Certificate- Class 3(3 Year- combo) company	Digital Signature Certificate	Kyc details and e-mudra form
Digital Signature Certificate- Class 3(3 Year- combo) Individual	Digital Signature Certificate	kyc details and e-mudra form
Digital Signature Certificate- Class 3(3 Year- signature) company	Digital Signature Certificate	Aadhar card, pan card,e- mudra from
DIN (application charge + govt fee)	Director Identification Number (DIN)	"1. Pan card 2. Aadhar Card 3. 2 Months Bank statement 4. Mobile Number 5. Mail ID"
DIN(With company formation)	Director's Identification number	KYC details

Director KYC	Information of company directors	â€¢ PAN Card, â€¢ Aadhar Card, â€¢ 1 Photo, â€¢ e-mail ID, â€¢ Phone No., â€¢ and DSC(Digital Signature) â€¢ latest two month bank statement
DPT-3	DPT-3 is filed to furnish All the Information of deposits & loan on Company	All Outstanding Receipts & Secured Loan & Unsecured Loan
DSC DGFT (1 YEAR) company	Digital Signature Certificate for Signing any Document of Director General of Foreign Trade for Import and Export Services	Copy of Applicantâ€™s Organizational ID Card / Letter from Organization / Pay Slip Copy of Organizational PAN Card Copy of Bank Statement (First 2 Pages) Copy of Incorporation/Registration Certificate Copy of AOA And MOA / Rules / Bye laws (First 2 Pages) Copy of Last Income Tax Return / Audit Report And Annual Return / Self Affidavit with reason,if not available (First 2 Pages) Proof of Authorized Signatory (Board Resolution) Authorized Signatory Organizational ID Card / Self-Attested Letter of Organizational Identity Copy of PAN Card of Applicant, if PAN provided Copy of Import Export Certificate, in case of DGFT

DSC DGFT (1 YEAR) individual	Digital Signature Certificate for Signing any Document of Director General of Foreign Trade for Import and Export Services	Copy of Applicant's Organizational ID Card / Letter from Organization / Pay Slip Copy of Organizational PAN Card Copy of Bank Statement (First 2 Pages) Copy of Incorporation/Registration Certificate Copy of AOA And MOA / Rules / Bye laws (First 2 Pages) Copy of Last Income Tax Return / Audit Report And Annual Return / Self Affidavit with reason,if not available (First 2 Pages) Proof of Authorized Signatory (Board Resolution) Authorized Signatory Organizational ID Card / Self-Attested Letter of Organizational Identity Copy of PAN Card of Applicant, if PAN provided Copy of Import Export Certificate, in case of DGFT
DSC DGFT (2 YEAR) COMPANY		

DSC DGFT (2 YEAR) individual	Digital Signature Certificate of Signing Any Document Related to Director General of Foreign Trade for Import Export Related Issues	Copy of Applicant's Organizational ID Card / Letter from Organization / Pay Slip Copy of Organizational PAN Card Copy of Bank Statement (First 2 Pages) Copy of Incorporation/Registration Certificate Copy of AOA And MOA / Rules / Bye laws (First 2 Pages) Copy of Last Income Tax Return / Audit Report And Annual Return / Self Affidavit with reason,if not available (First 2 Pages) Proof of Authorized Signatory (Board Resolution) Authorized Signatory Organizational ID Card / Self-Attested Letter of Organizational Identity Copy of PAN Card of Applicant, if PAN provided Copy of Import Export Certificate, in case of DGFT
DSC Token with courier charges	FOR DOWNLOAD OF DSC	NO DOCCUMNT REQUIRED
E-way - (Pack -100) One Quarter	E way Bill is for Transport of any Goods From one place to other Place	Login Credentials of E-way bill Portal and Tax Invoices
E-way - (Pack -15) One Month	E way Bill is for Transport of any Goods From one place to other Place	Login Credentials of E-way Bill Portal and Tax Invoices
E-way - (Pack -5) One Month	E way Bill is for Transport of any Goods From one place to other Place	Login Credentials of E-way bill Portal and Tax Invoice
E-way Bill - Registration	E way Bill is for Transport of any Goods From one place to other Place	GST Certificate and Mobile Number and Email Id
E-way Bill- Single	E way Bill is for Transport of any Goods From one place to other Place	Login Credentials of Eway Bill Portal And Tax Invoice

<i>Employee Registartion/addition in existing PF</i>	<i>addition of employees in PF</i>	<i>KYC</i>
<i>ESI Monthly Filing(Upto 50 Employees)</i>	<i>ESI stands for Employees' State Insurance. It is a health insurance scheme for Indian workers to provide medical and cash benefits to them. It is managed by Employees State Insurance Corporation (ESIC).</i>	<i>EMPLOYESS NAME SALARY DATA</i>
<i>Form 26AS</i>	<i>form 26AS certificate</i>	<i>Aadhar card, pan card, income tax password.</i>

FSSAI Licence (Traders For 5 Years) (Delhi)	FSSAI license is basically a 14- Digit registration number which is printed on food packages. Based on Annual Turnover	Form B duly completed and signed if ¼ Plan of the processing unit showing the dimensions and operation-wise area allocation if ¼ List of Directors/ Partners/ Proprietor with address, contact details, and photo ID if ¼ Name and list of equipment and machinery used with the number and installed capacity if ¼ List of food category to be manufactured if ¼ Authority letter from manufacturer nominated a responsible person name and address if ¼ Analysis report of water to be used in the process to confirm the portability if ¼ Source of raw material for milk, meat etc if ¼ Recall plan wherever applicable if ¼ Ministry of Commerce Certificate for 100% EOU if ¼ NOC/PA document issued by FSSAI if ¼ IE code document issued by DGFT if ¼ Form IX if ¼ Certificate from Ministry of Tourism if ¼ Proof of possession of premises if ¼ Partnership deed/ affidavit of proprietorship if ¼ NOC and copy of License from the manufacturer if ¼ Food safety management system plan or certificate if ¼ NOC from the municipality or local body if ¼ Supporting document for proof of turnover and transportation if ¼ Declaration form if ¼ Documents
FSSAI Registration(Excluding Govt. Fees)	FSSAI registration is a mandatory compliance used to ensure the safety of food products	Document List of FSSAI Registration :- 1. AADHAR card 2. PAN Card 3. Canceled cheque/Bank Statement / front page of Pass Book(With IFCE Cord) 4. 1 Photo 5. Principal place of Business /Rental agreement or electricity bill/ Municipal Khata copy/ property Tax receipt

GeM Registration	The Government e-Marketplace (GeM) is a government-run e-commerce portal. It is a one-stop to facilitate and enable easy online procurement of the Consumer Goods & Services that are needed by various Government Departments, Organizations and PSUs.	Proprietorship 1. PAN CARD OF PROPRIETOR 2. AADHAAR CARD 3. BANK ACCOUNT DETAILS 4. TRADE NAME 5. NATURE OF BUSINESS 6. MSME CERTIFICATE 7. BUSINESS ADDRESS 8. DATE OF INCORPORATION 9. GST NUMBER 10. EMAIL ID 11. MOBILE NUMBER 12. EXPERIENCE 13. NUMBER OF GOVT. TENDERS AND THEIR VALUES
GST Annual Return (GSTR 9/9A)	GST Annual Return	Whole Year Sale & Purchase Data and GST User ID & Password
GST Audit(Upto 5 Crore)	GST Audit is Compulsory when total sales turnover is exceed 2 crore per annum	All Sales Data of Complete Year and All Purchase Data of Complete Year and Credit/Debit Note if Any
GST Audit(Above 5 Crore Upto 10 Crore)	GST Audit is Compulsory when total sales turnover is exceed 2 crore per annum	All Sales Data of Complete Year and All Purchase Data of Complete Year and Credit/Debit Note if Any
GST E-Commerece Return (GSTR 8)	It is a return which is filed by all e-commerce operator who are dealing in any goods or services	Compeete data of TCS deducted by E-Commerce Operator of all Deductees
GST Final Return (GSTR 10)	GST Final Return	GST User ID And Password
GST NIL filing Return (Regular scheme)	Return Filling	GST User ID and Password
GST Reconciliation (Upto 3 Months)		
GST Registration + Certificate	GST Registration	Adhaar Card, Pan Card, Photograph, Cancel Cheque/Bank Passbook, Rent Agreement If Rented And Electricity Bill
GST Return Filing (Composition Scheme)	GST Return Filling	Sale & Purchase Data and GST User ID and Password
GST Return Filing-Regular	GST Return Filling	Sale & Purchase Data and GST User ID and Password
GST Surrender	GST Surrender	GST User ID and Password

GSTR 7	RETURN FOR THE TDS DEDUCTED BY GOVT. ORGANISATION ON GST	LOGIN CREDENTIALS AND TDS DEDUCTED DATA
IEC AMMENDMENT	Amendment or Change of Any Content of IEC Code	Pan Card and Legal Document for Change any Content in IEC
IEC Registration Including Govt Fees.(Company)	for export and import any kind of goods	Pan Card of Company,Pan Card of Any one Director Aadhar card of Director, Electricity bill, Cancel cheque, Rent agreement ,Certificate of Incorporation,
IEC Registration Including Govt Fees.(Partnership)	Import Export Code Granting Licence for Export or Import any Kind of Goods	Pan Card of Partnership Firm And Pan Card of Any one Partner and Aadhar Card of Partner and Electricity Bill of business Premises And Chancel Cheque/Front Page of Pass Book
IEC Registration Including Govt Fees.(Propertorship)	Import Export Code Granting Licence for Export and Import Any Kind of Goods	Pan Card of Proprietor And Aadhar Card of Proprietor and Electricity bill of Business Premises And Chancel Cheque/Front Page of Pass Book.
INC-20 A	INC-20 A commencement of business certificate	bank statements, proof of contribution of paid up capital
INC-22	INC-22 Change in registered office	electricity bill, NOC and rent agreement(if rented)
Income Tax Audit(Above 1 Crore Upto 2 Crore)	analyze financial data to determine the correct amount of taxable income, applicable deductions, and nontaxable expenses.	â€¢ Tally Data (A.Y.) â€¢ Bank statement of current account (A.Y.) â€¢ Expenses Vouchers â€¢ GST User ID & Password â€¢ GST Return (A.Y.) â€¢ Copy of last year ITR and Balance Sheet books of accounts all transaction details with evidence

Income Tax Audit(Above 2 Crore Upto 5 Crore)	Analyze financial data to determine the correct amount of taxable income, applicable deductions, and nontaxable expenses.	. Tally Data (A.Y.) • Bank statement of current account (A.Y.) • Expenses Vouchers • GST User ID & Password • GST Return (A.Y.) • Copy of last year ITR and Balance Sheet books of accounts all transaction details with evidence
Income Tax Audit(Above 5 Crore Upto 10 Crore)	Analyze financial data to determine the correct amount of taxable income, applicable deductions, and nontaxable expenses.	. Tally Data (A.Y.) • Bank statement of current account (A.Y.) • Expenses Vouchers • GST User ID & Password • GST Return (A.Y.) • Copy of last year ITR and Balance Sheet books of accounts all transaction details with evidence
Income Tax Audit(Upto 1 Crore)	analyze financial data to determine the correct amount of taxable income, applicable deductions, and nontaxable expenses.	• Tally Data (A.Y.) • Bank statement of current account (A.Y.) • Expenses Vouchers • GST User ID & Password • GST Return (A.Y.) • Copy of last year ITR and Balance Sheet books of accounts all transaction details with evidence
ITR (Form 10E)	Income Tax Form 10E is a form that is essential to save taxes on the income generated To save you from any additional burden of tax due to delay in receiving income, the tax laws allow a relief under Section 89(1).	ITR (Form 10E) • Salary Sheet/ Pension Sheet • PAN Card • Aadhar Card • ITR User ID & Password • Passbook Copy (A.Y./ One year)
ITR 1 (For Salaried Person & Other Income)	Income Tax Return For Individual or HUF for Salaried Person or Agricultural income less than 5000 or any other Source income except Business Profession or House Property or Capital Gain	Pan Card And Aadhar Card And Login Credentials if Already Created And Front Page/Cancel Cheque of Bank and Bank Statement of Financial Year and Other Source of Income (if Any)

<i>ITR 4 (Business or Profession Income on Presumption)</i>	<i>Business or Profession's Income Taxable on Presumptive Basis</i>	<i>Pan Card And Aadhar Card And Bank Statement of Financial Year And Front Page/Chancel Cheque and Any Other Source of Income And Form 16A (if Any)</i>
<i>ITR Correction</i>	<i>Income Tax Return</i>	<i>â€¢ Copy of Notice â€¢ ITR User ID & Password</i>
<i>ITR-2 (For Individual & HUF have income from Other than Salary & Business or Profession)</i>	<i>Income Tax return for individual & HUF having Salary Income more than 50 Lac Per Annum, House Property Income, Capital Gain Income or Other Income</i>	<i>Pan Card and Aadhar Card and All Documents for Source of Income</i>
<i>ITR-3 (For Individuals & HUF Having Income from Business of Profession)</i>	<i>Income Tax Return for Individual & HUF having Income from Business or Profession but not on Presumptive Basis</i>	<i>Pan Card and Aadhar Card and Login Credentials and Financial Statements of Business</i>
<i>ITR-5 (For LLP & Partnership Firm)</i>	<i>Income tax return for Limited Liability Partnership or Partnership Firm</i>	<i>Pan Card of Business and Pan Card of Authorised Partner and Aadhar Card of Authorised Partner and Financial Statements of Business and DSC(in case of LLP)</i>
<i>ITR-7 (Income Tax Return for Trust Society or Section 8 Company)</i>	<i>Income Tax Return for Trust Society or Section 8 Company</i>	<i>Pan Card of Organisation and Pan Card of Authorised Member and Aadhar Card of Authorised Member and Financial Statements of Organisation and DSC (if any)</i>
<i>ITR/ BALANCE SHEET/ TAX AUDIT</i>	<i>ITR/ BALANCE SHEET/ TAX AUDIT</i>	<i>ITR/ BALANCE SHEET/ TAX AUDIT</i>
<i>LLP Formation</i>	<i>LLP stands for Limited Liability Partnership is a kind of Firm with Legal Existence which is incorporated from Registrar of Company</i>	<i>Pan Card of All Partners and Aadhar Card of All Partners and Latest 2 months Bank Statement/Latest Utility Bill in the name of all partners and Utility Bill of Place of Business Premises and NOC from Landlord and Rent Agreement if Leased, Digital Signature Certificate,DIN</i>

<i>LOGO designing</i>	<i>LOGO designing</i>	<i>details related to logo/nature of business</i>
<i>LUT File</i>	<i>Letter of undertaking</i>	<i>Pan card and aadhar card of two witness</i>
<i>MSME Amendment</i>	<i>correction in msme</i>	<i>msme</i>
<i>Mudra hand holding agency application</i>	<i>Application for hand holding agency</i>	<i>Agency Name Name of Sponsor Bank/ HHA Type* State District Contact Person Phone/ Mobile Email/ Website Address Area of Expertise</i>

Mudra Loan Application	loan application	1) Proof of identity - Self certified copy of Voterâ€™s ID card / Driving License / PAN Card / Aadhar Card/Passport. 2) Proof of Residence - Recent telephone bill, electricity bill, property tax receipt (not older than 2 months), Voterâ€™s ID card, Aadhar Card & Passport of Proprietor/Partners/Directors. 3) Proof of SC/ST/OBC/Minority. 4) Proof of Identity/Address of the Business Enterprise -Copies of relevant licenses/registration certificates/other documents pertaining to the ownership, identity and address of business unit. 5) Applicant should not be defaulter in any Bank/Financial institution. 6) Statement of accounts (for the last six months), from the existing banker, if any. 7) Last two years balance sheets of the units along with income tax/sales tax return etc. (Applicable for all cases from Rs.2 Lacs and above). 8) Projected balance sheets for one year in case of working capital limits and for the period of the loan in case of term loan (Applicable for all cases from Rs.2 Lacs and above). 9) Sales achieved during the current financial year up to the date of submission of application. 10) Project
NGO registration	NGO registration	KYC
One person company-Andhra Pradesh (Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)
One person company-Andman & Nicobar (Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)

One person company-Arunachal Pradesh (Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)
One person company-Assam (Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)
One person company-Bihar (Upto 1 Lac Capital)	Company formation	Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)
One person company-Chandigarh (Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)
One person company-Chattisgarh (Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)
One person company-Dadra & Nagar Haveli (Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)
One person company-Daman & Diu (Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)
One person company-Delhi(Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)
One person company-Goa (Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)

One person company-Gujarat (Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)
One person company-Haryana (Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)
One person company-Himachal Pradesh (Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)
One person company-Jammu & Kashmir (Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)
One person company-Jharkhand (Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)
One person company-Karnataka (Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)
One person company-Kerala (Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)
One person company-Lakshdeep (Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)
One person company-Madhya Pradesh(Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)

<i>One person company-Maharashtra (Upto 1 Lac Capital)</i>	<i>Company formation</i>	<i>Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>One person company-Manipur (Upto 1 Lac Capital)</i>	<i>Company formation</i>	<i>Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>One person company-Meghalya (Upto 1 Lac Capital)</i>	<i>Company formation</i>	<i>Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>One person company-Mizoram (Upto 1 Lac Capital)</i>	<i>Company formation</i>	<i>Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>One person company-Nagaland (Upto 1 Lac Capital)</i>	<i>Company formation</i>	<i>Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>One person company-Orissa (Upto 1 Lac Capital)</i>	<i>Company formation</i>	<i>Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>One person company-puducherry (Upto 1 Lac Capital)</i>	<i>Company formation</i>	<i>Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>One person company-Punjab (Upto 1 Lac Capital)</i>	<i>Company formation</i>	<i>Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>One person company-Rajasthan (Upto 1 Lac Capital)</i>	<i>Company formation</i>	<i>Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>

One person company-Tamil Nadu (Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)
One person company-Telangana (Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)
One person company-Tripura (Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)
One person company-Uttar Pradesh (Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)
One person company-Uttarakhand (Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)
One person company-West Bengal (Upto 1 Lac Capital)	Company formation	Aadhar Card, PAN Card, Photograph, DSC(Class 3), DIN, Four Name of Company(on Priority Basis)
Opting GST Composition Scheme to Regular Scheme	Opting GST Composition Scheme to Regular Scheme	Gst user id or password
PAN and TAN	PAN card and TAN no.	KYC AND COI
Partnership Deed	agreement between partners	Aadhar card , Pan card , bank details, email id , mobile no of all partners ,profit sharing ratio, rent agreement, electricity bill,

PF & ESI Registration	The Employees'™ Provident Fund Organisation (EPFO) is a statutory body under the Ministry of Labour and Employment, Government of India.	Name of the applicant Pan card of proprietor Id proof of the proprietor like Driving license/Passport/Election Card Address proof of proprietor. Address proof for the premises. Complete details of the applicant with their residential address and telephone number FOR PARTNERSHIP Name of the partnership firm or LLP or Company Certificate of Registration Firms in case of Partnership firm. Incorporation Certificate in case of LLP or Company. Partnership deed in case of partnership firms or LLP. Id proof of Partners "Pan card /Election Card / Passport/Driving license in case of Partnership Firm or LLP. ID proof of Directors in case of company. List of all partners with telephone number and address proof of all partners in case of Partnership Firm or LLP. List of all Directors with contact details in case of Company SOCIETY TRUST In case of Society, Trust etc, Registration of the organization needs to be done with concerned authority. Certificate of incorporation of society/trust. Moa and Bye Laws of society and trust. Id proof of president and all members of society Complete details of president and all
PF Monthly Filing(Upto 50 employees)	Employees drawing less than Rs 15,000 per month have to mandatorily become members of the EPF. ... So, for every employee with basic pay equal to Rs 15,000 or more, the diversion is Rs 1,250 each month into EPS.	employees pan card, salary scale, all employees UAN number
PM Jan Aushadhi Kendra	PM Jan Aushadhi Kendra	KYC
PMSYM	PMSYM	KYC

<i>Private Limited Company-Andhra Pradesh (Upto 1 Lac Capital)</i>	<i>Private Limited Company</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Andman & Nicobar (Upto 1 Lac Capital)</i>	<i>Company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Arunachal Pradesh (Upto 1 Lac Capital)</i>	<i>Company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Assam (Upto 1 Lac Capital)</i>	<i>Company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Bihar (Upto 1 Lac Capital)</i>	<i>Company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Chandigarh (Upto 1 Lac Capital)</i>	<i>Company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Chattisgarh (Upto 1 Lac Capital)</i>	<i>Company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>

<i>Private Limited Company-Dadra & Nagar Haveli (Upto 1 Lac Capital)</i>	<i>Company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Daman & Diu (Upto 1 Lac Capital)</i>	<i>Company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Delhi (Upto 1 Lac Capital)</i>	<i>Company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Goa (Upto 1 Lac Capital)</i>	<i>Company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Gujarat (Upto 1 Lac Capital)</i>	<i>company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Haryana (Upto 1 Lac Capital)</i>	<i>company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Himachal Pradesh (Upto 1 Lac Capital)</i>	<i>company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>

<i>Private Limited Company-Jammu & Kashmir (Upto 1 Lac Capital)</i>	<i>company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Jharkhand (Upto 1 Lac Capital)</i>	<i>company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Karnataka (Upto 1 Lac Capital)</i>	<i>company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Kerala (Upto 1 Lac Capital)</i>	<i>company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Lakshdeep (Upto 1 Lac Capital)</i>	<i>company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Madhya Pradesh (Upto 1 Lac Capital)</i>	<i>company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Maharashtra (Upto 1 Lac Capital)</i>	<i>company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>

<i>Private Limited Company-Manipur (Upto 1 Lac Capital)</i>	<i>company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Meghalya (Upto 1 Lac Capital)</i>	<i>company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Mizoram (Upto 1 Lac Capital)</i>	<i>company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Nagaland (Upto 1 Lac Capital)</i>	<i>company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Orissa (Upto 1 Lac Capital)</i>	<i>company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Puducherry (Upto 1 Lac Capital)</i>	<i>company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Punjab (Upto 1 Lac Capital)</i>	<i>company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>

<i>Private Limited Company-Rajasthan (Upto 1 Lac Capital)</i>	<i>company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Tamil Nadu (Upto 1 Lac Capital)</i>	<i>company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Telangana (Upto 1 Lac Capital)</i>	<i>company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Tripura (Upto 1 Lac Capital)</i>	<i>company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Uttar Pradesh (Upto 1 Lac Capital)</i>	<i>company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-Uttarakhand (Upto 1 Lac Capital)</i>	<i>company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>
<i>Private Limited Company-West Bengal (Upto 1 Lac Capital)</i>	<i>company formation</i>	<i>Aadhar Card(of all Partners), PAN Card(of all Partners), Photograph(of all Partners), DSC(Class 3), DIN, Four Name of Company(on Priority Basis)</i>

Public Limited Company-Uttar Pradesh(Excluding Govt fees)	A company registered under the Companies Act (1980), with statutory minimum capital requirements and shares offered to the public subject to conditions of limited liability.	KYC details, Address proof, DSC
Registration Under Shop & Establishment Act(excluding government fees)	for registration of shop	PAN Card, Aadhar Card, Address Proof of company,Photo with shop, Band Detail (cancelled Cheque)
Registration Under Shop & Establishment Act- uttarpradesh	State License for running business	Aadhar card , Pan card , bank details, shop photo with owner, flex board , business overview, rent agreement and electricity bill
Return Filling (invoices upto 150 invoices)	Additional invoices charges for filing gst return	Sale Purchase invoices, GST ID and password
Return Filling (invoices upto 41 to 50)		
Revocation of GST Registration	Revocation of GST Registration- To get the cancelled GST no. activated again	GST id and Password
RUN FORM (including government fees)	company name approval	company name, authorised capital, authorised person pan card or aadhar card
Society Registration (Delhi)	Invoice for society/trust registration	Aadhar/pan, rent agreement, electricity bill, bank details, objective of trust
Statement of Net Worth Capital	Statement Showing Net Worth/Net Capital of the Company	Current Assets and Current Liabilities and Non Current Liabilities (Loan and any Other Outstanding Amount) and Fixed Assets Details And Investment
Statutory Audit(Above 3 Crore Upto 10 Crore Turnover Along With AOC-4 & MGT-7)	Annual Audit of any Private Limited Company or OPC Limited Company	All Books of Accounts of the Year and Financial Statement of the Company

Statutory Audit(Upto 3 Crore Turnover Along With AOC-4 & MGT-7)	A statutory audit is a legally required review of the accuracy of a company's (or government's) financial statements and records. The purpose of a statutory audit is the same as the purpose of any other type of audit: to determine whether an organization is providing a fair and accurate representation of its financial position by examining information such as bank balances, bookkeeping records and financial transactions.	Complete Books of Accounts of Company And Financial Statements
TAN	TAN stands for Tax Deduction and Collection Account Number. It is a ten digit alphanumeric number thats allotted to those who are supposed to deduct tax at source or TDS.	company registration certificate
TAN Registration	TAN Registration	TAN no.
Tax Audit	Tax Audit	Tax Audit
TDS challan Submission	it is the challan from which we pay tax deducted (TDS) monthly to govt Account	TDS Amount
TDS Return (Quarterly)	Quarterly TDS return filing for the amount which you have deducted and paid to govt account	TDS Challan and Traces Login Credentials and Income Tax Login Credentials of TAN Number and Pan Details of all Deductee and Date of Deduction with Date of Deposit and Amount Paid to Deductee
Trademark Registration - Individual (Gov. Fee)	The purpose behind trademarks is to allow companies and individuals to indicate the source of their goods or services and to distinguish them from others in the industry.	â€¢ Certificate of Incorporation and; â€¢ Aadhar card copy of authorized director 1. Business Name : 2. Trade Mark(Word Mark/Logo) : 3. Email Id. : 4. Mobile No : 5. Description of Goods & Services :

Trademark Registration - Other Than Individual (Gov. Fee)	The purpose behind trademarks is to allow companies and individuals to indicate the source of their goods or services and to distinguish them from others in the industry.	â€¢ Certificate of Incorporation and; â€¢ Aadhar card copy of authorized director 1. Business Name : 2. Trade Mark(Word Mark/Logo) : 3. Email Id. : 4. Mobile No : 5. Description of Goods & Services :
Trademark Registration - Processing Fee	The purpose behind trademarks is to allow companies and individuals to indicate the source of their goods or services and to distinguish them from others in the industry.	â€¢ Certificate of Incorporation and; â€¢ Aadhar card copy of authorized director 1. Business Name : 2. Trade Mark(Word Mark/Logo) : 3. Email Id. : 4. Mobile No : 5. Description of Goods & Services :
Transport ID	Transport Id is registration by Transporter to Generate E Way Bill without GST Registration	Pan Card of Proprietor/Firm/Company and Aadhar Card of Proprietor/Partner/Director and Utility Bill of Place of Business and Rent Agreement if Leased
Trust Audit	Audit of any Trust Society or NGO	Complete Financial Statements of Business with all Evidence
Udyog Aadhar (MSME)	business entity existence for small, medium and micro enterprises	pan card, aadhar card, trade name, plant and machinery address, office address, date of commensment , bank acc detail, major activity, number of employee, investment amount, mobile no and email id
Winding up of LLP	Close or Strike off any Private Limited Company.	Complete audited books of the accounts up to the date And Assets and the documents of the assets should be surrendered