

CHECKLIST FOR TAN REGISTRATION

(FOR PARTNERSHIP FIRM)

1. APPLICATION FORM DULY FILLED AND SIGNED.
2. FEE
3. PHOTOGRAPH (PASSPORT SIZE) OF AUTHORISED PARTNER.
4. IDENTITY PROOF (CLEAR COPY OF PAN CARD IN A4 SIZE PAPER)
5. CURRENT OFFICE ADDRESS PROOF (COPY IN A4 SIZE PAPER).
6. KYC OF **ONE** PARTNER
 - 2 COLOR PHOTOGRAPHS (PASSPORT SIZE).
 - IDENTITY PROOF (CLEAR COPY OF **PAN** CARD IN A4 SIZE PAPER).
 - CURRENT RESIDENCE ADDRESS PROOF (IN A4 SIZE PAPER).
7. LATEST PARTNERSHIP DEED
8. FIRM REGISTRATION CERTIFICATE
9. FIRM BANK ACCOUNT STATEMENT (LATEST 3 MONTHS).
10. DETAILS OF BRANCH (IF ANY)
11. CONTACT NUMBER
12. PIN NUMBER OF PLACE WHERE FIRM IS SITUATED.

**** All The Copies Of The Above Mentioned Documents Should Be In A4 Size & Self-Attested Individually With Blue Ink.**

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