



Agarwal & Jain, Chartered Accountants

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Documents required for Gujarat VAT TIN / CST TIN Registration

1. PAN Card Copy of Proprietor / Partner / Director / Company
2. Two copies of recent passport size photograph of Proprietor / Partner / Director
3. Latest Balance Sheet of the proprietor/ Firm / Company
4. Identity Proof: Any one of the following documents:
 - a. Passport
 - b. Electors' Card
 - c. Driving License
 - d. Aadhar Card
5. Residential Address Proof: Any one of the following documents:
 - a. Passport
 - b. Electors' Card
 - c. Driving License
 - d. Aadhar Card
 - e. Electricity Bill (in the name of applicant/parents/spouse)
 - f. Telephone Bill (in the name of applicant/parents/spouse)
6. Business Address Proof: Any one of the following documents:
 - a. In case of Own Premises (owned by self / parents / spouse) (Any one of the following):
 - i. Vera Bill (Compulsory)
 - ii. Property Card / Property Tax bill of last year
 - iii. Copy of Index-2 of the property
 - iv. Shop & establishment Certificate
 - b. In case of Rented Premises (All of the following):
 - i. Vera Bill (Compulsory)
 - ii. Rent Agreement in case of rented premises
 - iii. Any one of Light Bill / Telephone Bill
7. Copy of Challan of payment done
 - a. Security Deposit of Rs. 20,000 (Rs. 10,000 in VAT and Rs. 10,000 in CST deposited in State Bank of India)
 - b. If new business and no sale and purchase, advance VAT of Rs. 25,000 deposited in State Bank of India
8. Nature of Business Activities:

a. Manufacturer	e. Wholesaler	i. Work Contractors
b. Reseller	f. Retailer	j. Hire Purchaser
c. Importer	g. Commission Agent	k. Leasing
d. Exporter	h. C&F Agent	l. Hotelier
9. Bank Account Details as per the annexure
10. Rs. 5,00,000 Purchase Bill including RD Purchase above Rs. 10,000
11. Rubber Stamp of i) Proprietor, ii) Address
12. List of Commodities dealt with.
13. Authority Letter in Form 603
14. Rs. 20 Court Fees Stamp on Letter of Authority and Rs. 25 Court Fees Stamp on CST Form