

Documents Required for GST

Category of persons	Documents required for GST registration
Sole proprietor / Individual	PAN card of the owner Aadhar card of the owner Passport size photo of Sole Proprietor (in JPEG format, maximum size – 100 KB) Bank account details* Registered Office Address proof**
Partnership firm	PAN card of all partners (including managing partner and authorized signatory) PAN card of Firm Copy of partnership deed Passport size photo of all partners and authorized signatories (in JPEG format, maximum size – 100 KB) Address proof of partners (Passport, driving license, Voter identity card, Aadhar card, etc.) Aadhar card of authorized signatory Proof of appointment of authorized signatory Bank account details* Registered Office Address proof**
Limited Liability Partnership (LLP)	PAN card of all designated partners (including managing partner and authorized signatory) PAN card of LLP Copy of Registration Certificate of the LLP Copy of Board Resolution Copy of LLP agreement Proof of appointment of authorized signatory (Digital Signature Certificate of any one of the designated partner) Passport size photo of designated partners and authorized signatories (in JPEG format, maximum size – 100 KB) Address proof of designated partners (Passport, driving license, Voter identity card, Aadhar card, etc.) Aadhar card of the designated partner Bank account details* Registered Office Address proof**
HUF	PAN card of HUF PAN card and Aadhar card of Karta Passport size photo of Owner/Karta (in JPEG format, maximum size – 100 KB) Proof of Appointment of Authorized signatory- Photo and Letter of Authorization Bank account details* Registered Office Address proof**
Society or Trust or Club	Pan Card of society/Trust/Club Registration Certificate of society or club Passport size Photograph and PAN Card of Promoter/ Partners

	<p>PAN card and Aadhaar card of the authorized signatory, Promoters/Partners. Board Resolution or any other proof of appointing authorized signatory Registered Office Address proof: –Self-owned property – Copy of electricity bill, landline bill, water bill, municipal khata copy, property tax receipt –Rented property – Rent agreement and No objection certificate (NOC) from the owner of the rented property. Bank account details* Registered Office Address proof**</p>
<p>Company (Public, Private and One person) (Indian and foreign)</p>	<p>PAN Card of Company Certificate of incorporation given by Ministry of Corporate Affairs (MCA) Memorandum of Association / Articles of Association PAN card and Aadhaar card of the authorized signatory. The authorized signatory must be an Indian even in case of foreign companies/branch registration PAN card and address proof of all directors of the Company Photograph of all directors and authorized signatory (in JPEG format, maximum size – 100 KB) Board resolution appointing authorized signatory / Any other proof of appointment of authorized signatory (in JPEG format / PDF format, maximum size – 100 KB) Bank account details* Registered Office Address proof**</p>