

GST CHECK LIST Proprietorship

1. Pan of Proprietor
2. Vat No. for ward & Distt.
3. Firm Name
4. Excise Registration
5. Service Tax Registration
6. Exporter Importer Certificate (IEC)
7. Vat Registration
8. Total List of Documents
Name, Pan, Father Name, Date of Birth, Mobile Number, E-Mail Address,
Passport Number, Aadhar Number, Voter ID, Residence Address & Proof
9. Mother Name of the Authorised Signatory
10. Address Business
Lease hold/Owned/Rented/Consented
11. Electricity Bill
Additional Place of Business Premises
12. Subheading of Final Products -5
13. Subheading of Services-5
14. Bank- Name Address
 - A/c Number
 - Type of Account
CC-CA-Other
 - IFSC Code
 - Bank Statement /Cancelled Cheque
15. Signatory
Name & Designation
16. Digital Signature
17. Photograph