

Company Registration Checklist (India)

1. Decide the business structure (Private Limited, LLP, OPC, etc.)
2. PAN and Aadhaar of all directors/partners
3. Passport-size photographs of directors/partners
4. Mobile number and Email ID of each director/partner
5. Address proof of directors (Aadhaar, Passport, Driving Licence or Voter ID)
6. PAN of the proposed company/LLP applicants (where applicable)
7. Registered office address proof (Electricity Bill/Water Bill/Property Tax Receipt)
8. Rent Agreement and No Objection Certificate (NOC) from the owner, if premises are rented
9. Ownership proof of registered office, if self-owned
10. Digital Signature Certificate (DSC) for directors/partners
11. Director Identification Number (DIN), if applicable
12. Proposed company name(s)
13. Main business activities (NIC code/object clause)
14. Authorized and subscribed capital details (for companies)
15. Bank account to be opened after incorporation
16. GST, PAN, TAN and other post-incorporation registrations, if applicable