

BUSINESS CHECKLIST

- 1. ITS Returns latest -3 years company (self attested CA).**
- 2. ITS Returns latest -3 years Personnel (self attested CA).**
- 3. Company (3CD&3CB) -3 years copies.**
- 4. Company M.O.U. copy.**
- 5. Company firm Registration copy.**
- 6. Company business address proof telephone bill latest.**
- 7. Company PAN CARD.**
- 8. personal PAN CARD.**
- 9. Personal address proof.**
- 10. Company current Account Bank statement latest-3 years.**
- 11. Any Bank saving Accounts personnel's -6 months statements.**
- 12. SBI Saving Account.13.company trading license copy.**
- 14. Pass photos graphs -4 copies.**

LIQUID ASSETS:

1. FD copies, NSC bonds, mutual funds, LIC copies, shares, properties,

LIABILITIES:

1. company OD loans statement -1 year, car loans statement-1 year, Housing loan statement-1 year, personnel loan-1 year