

**DOCUMENTS REQUIRED FOR IMPORTER EXPORTER CODE**

<b>Proprietorship</b>	<ul style="list-style-type: none"><li>· Digital Photograph (3x3cms) of the Proprietor.</li><li>· Copy of PAN card of the Proprietor.</li><li>· Copy of Passport (first &amp; last page)/Voter's I-Card/ Driving License/UID (Aadhar card) (any one of these).</li><li>· Sale deed in case business premise is self-owned; or Rental/Lease Agreement, in case office is rented/ leased; or latest electricity /telephone bill.</li><li>· Bank Certificate as per ANF 2A(I)</li></ul>
<b>Partnership firm</b>	<ul style="list-style-type: none"><li>· Digital Photograph (3x3cms) of the Managing Partner.</li><li>· Copy of PAN card of the applicant entity.</li><li>· Copy of Passport (first &amp; last page)/Voter's I-Card /UID (Aadhar Card) /Driving Licence/PAN (any one of these) of the Managing Partner signing the application.</li><li>· Copy of Partnership Deed.</li><li>· Sale deed in case business premise is self-owned; or Rental/Lease Agreement, in case office is rented/ leased; or latest electricity /telephone bill.</li><li>· Bank Certificate as per ANF 2A (I)</li></ul>
<b>Government Undertaking Public Limited Company Private Limited Company Section 25 Company</b>	<p>Digital Photograph (3x3cms) of the Designated Partner/Director of the Company signing the application.</p> <ul style="list-style-type: none"><li>· Copy of PAN card of the applicant entity.</li><li>· Copy of Passport (first &amp; last page)/Voter's I-Card /UID (Aadhar Card) /Driving Licence/ PAN (any one of these) of the Managing Partner/Director signing the application.</li><li>· Certificate of incorporation as issued by the RoC</li><li>· Sale deed in case business premise is self-owned; or Rental/Lease Agreement, in case office is rented/ leased; or latest electricity /telephone bill.</li><li>· Bank Certificate as per ANF 2 A(I)</li></ul>
<b>Registered Society Trust</b>	<ul style="list-style-type: none"><li>· Digital Photograph (3x3cms) of the signatory applicant/Secretary or Chief Executive.</li><li>· Copy of PAN card of the applicant entity.</li></ul>

	<ul style="list-style-type: none"> <li>· Copy of Passport (first &amp; last page)/Voter's I-Card /UID (Aadhar Card) /Driving Licence/ PAN (any one of these) of the Secretary or Chief Executive/ Managing Trustee signing the application.</li> <li>· Sale deed in case business premise is self-owned; or Rental/Lease Agreement, in case office is rented/ leased; or latest electricity /telephone bill.</li> <li>· Registration Certificate of the Society / Copy of the Trust Deed</li> <li>· Bank Certificate as per ANF 2A(I)</li> </ul>
<b>HUF</b>	<ul style="list-style-type: none"> <li>· Digital Photograph (3x3cms) of the Karta.</li> <li>· Copy of PAN card of the Karta.</li> <li>· Copy of Passport (first &amp; last page)/Voter's I-Card/ UID (Aadhar card)/ Driving Licence (any one of these) of the Karta.</li> <li>· Sale deed in case business premise is self-owned or Rental/Lease Agreement, in case office is rented/ leased or latest electricity /telephone bill.</li> <li>· Bank Certificate as per ANF 2A(I)</li> </ul>