

Our previous update was on Creation of Provisional ID Credential for GST Enrollment. Further for getting provisionally registered under GST, following are the list of documents and information required for getting registered under GST.

Check List of Documents Required for GST Provisional Registration

Sr No	Particulars
1	Provisional ID
	Provisional ID- Received from Jurisdictional Authority(VAT) Password- Received from Jurisdictional Authority(VAT)
2	Email Id and Mobile number
	Valid Email ID for receiving OTP Valid Mobile Number for receiving OTP
3	Proof of Constitution of Business
	In case of Partnership firm: Partnership Deed of Partnership Firm (PDF and JPEG format in maximum size of 1 MB) In case of Others: Registration Certificate of the Business Entity (PDF and JPEG format in maximum size of 1 MB)
Note	In case if you are registered under vat, excise , service tax , luxury tax , entertainment tax or any of them , please provide following information Registration Type Registration Number Date of Registration
4	Promoter/Partners Details
	PAN Card Residential Address Proof Mobile Number Email address Designation Aadhar Card Copy Photograph (Only JPEG Format upto 100kb)
Note:	Please let us know if partner is also an authorized signatory
5	Authorized Signatory Details
	PAN Card Residential Address Proof Mobile Number Email address Designation Aadhar Card Copy Photograph (Only JPEG Format upto 100kb)

	Proof of appointment of Authorised Signatory (PDF or JPEG upto 1 mb)
Note:	Please let us know if he is primary authorized signatory

6	Principal Place of Business
	Address of place at which Business is held Office Email id Mobile Number Proof of place of Business

7	Additional Place of Business (Incase if u hold any)
	Address of place at which Business is held Office Email id Mobile Number Proof of place of Business

8	Bank Details
	Bank Account Number Bank IFSC Code Opening of passbook-(PDF or JPEG upto 1 mb) Few Transaction Details-(PDF or JPEG upto 1 mb)

9	Verification
	DSC of Authorized Signatory (Class 2 or Class 3 can only be used)
Note	Digital Signature (DSC) for authorised person For Companies/LLP- DSC is Compulsory For Others-Aadhar Card can be provided instead of DSC

Disclaimer: Above is based on information available in public domain. GST Structure and Laws is under discussion/evolution and may be subject to changes. Accordingly, it is important to consult a qualified professional consultant before taking any decision or relying on above. The conclusions / views expressed above are matters of personal opinion. However, there can be no assurance that the GST Law finalized may have a position contrary to above views.

Office:
4A, Kaledonia-HDIL, 2nd Floor
Sahar Road, Nr Andheri Station,
Andheri (East), Mumbai – 400069

Contact:
Tel: +91 22 6625 6363
Fax: +91 22 6625 6364

O D Bihani, Indirect Tax Partner
Email: odb@sgco.co.in
+91 9821231330

Vishal Lahoti, Indirect tax Partner
vishal.lahoti@sgco.co.in
+91 9920399723