

GST Registration & Filing Checklist

Introduction

This checklist provides the required documents for GST Registration & Filing in India. These documents are essential for most business types, such as sole proprietorships, partnerships, or companies. Additional documents may be required based on your specific business structure. For personalized assistance, contact our experts.

1 Required Documents

- **PAN Card:** Copy of the Permanent Account Number of the business or individual.
- **Aadhaar Card:** Copy of the Aadhaar card of the owner or authorized signatory.
- **Bank Statement:** Recent bank statement or passbook showing account details.
- **Address Proof:** Utility bill, rent agreement, or ownership deed for the business premises.
- **Business Registration:** Certificate of incorporation, partnership deed, or other registration documents.

Notes

- Additional documents, such as a photograph (for sole proprietorships) or board resolution (for companies), may be required based on business type.
- Ensure all documents are up-to-date and match the details provided during registration.
- For more information, visit [ClearTax GST Registration Guide](#).