**JAYESH N THAKKAR (ACCOUNTING SERVICES)**

**B-175, SANDALWOOD SOCIETY, NEAR VRAJDHAM TEMPLE,**

**MANJALPUR, VADODARA-390011. M-9426403225**

**Documents Required For Vat / CST Registration under Gujarat State**

**A) Director’s / Partner’s / Proprietor’s & Authorized Person’s Details & Proofs:**

* Company / Firm Pan Card copy with Jurisdiction Letter
* All Director’s / Partner’s / Proprietor Pan Card copy with Jurisdiction Letter
* Director’s / Partner’s / Proprietor Identity card issued by the Election Commission of India
* Office / Business Address & Rubber Stamps
* Director’s / Partner’s / Proprietor Passport Copy
* Director’s / Partner’s / Proprietor Driving License
* Last paid Resident Electricity bill (in the name of applicant or his parents or spouse,
* Last paid Resident Telephone bill (in the name of applicant or his parents or spouse,
* Director’s / Partner’s List with Shareholding Pattern in %
* Memorandum & Articles of Association / Partnership Deed – 5 Sets
* 10 Photographs of All Directors/Partners/Proprietor
* Power of Attorney in Favor of Authorized Person
* Nature of Business Activity (A Brief Description)

**Business Place:**

* Property Card or Property Tax Bill of Last Year (Paid Receipt)
* Certified Branch Office Rent Agreement
* Latest Electricity Bill

* Share Certificate / Possession Letter
* Copy of Index-2 issued by the Sub-Registrar of Stamp Duties

(All The above said documents shall be require in three sets Xerox with Original for verification of CTO) (Original will be return you after CTO Verification)

After providing above documents, Application Forms of VAT/CST will be fill-up and than your Local Banker’s Sign & Stamp Require on it

U/S-21, Payment towards amount of Security Deposit VAT Rs. 10000 & CST Rs. 10000 is required to pay (now in place of NSC) and Rs.5 Lacs Purchase bills to be provided

However you can get Registration without providing Rs.5 lacs Purchase Bills U/S-22 by paying additional Security Deposit of Rs. 25000/- which will be set off against future VAT liability.

**Pl confirm you want to go U/s.21 or U/S-22**

After submitting / complying all above Documents / formalities you will get Provisional Certificate of TIN No in 72 hours

Final Digital Certificate of VAT/CST will be generated after Spot Visit within 10 Days ( Approx ) & your TIN NO Allotted in Provisional Certificate will be the same

**Spot Visit of VAT authority is Compulsory**