

**CORPORATION LICENSE CHECKLIST  
- INDIVIDUAL**

ID PROOF APPLICANT  
(INCLUDES LOCAL BODY, WARD, )

ID PROOF BUILDING OWNER)

PASSPORT SIZE PHOTO – APPLICANT

RENT AGREEMENT

PARTNERSHIP DEED

LATEST PROPERTY TAX RECEIPT

MOB NO

BUILDING OWNER'S CONSENT LETTER  
( RS. 200 STAMP PAPER, NOTARIZED)

AFFIDAVIT OF APPLICANT ( RS. 200 STAMP PAPER)

NAME OF THE FIRM/ SHOP

ADDRESS OF THE FIRM/ SHOP

PCB, ELIGIBILITY CERTIFICATES IF ANY

IF LODGE- NUMBER OF ROOMS  
HOTEL – SEAT CAPACITY

PROPOSED DATE	
BUILDING NAME	
VILLAGE, SURVEY NUMBER	
STREET NAME, ROAD, LAND MARK	
CAPITAL INVESTMENT	