

DOCUMENTS FOR LIMITED LIABILITY PARTNERSHIP (LLP)

1. Documents Required from Partners

- PAN Card
- Aadhaar Card
- Latest colour photograph in JPG/PNG format for digital submission
- Utility bill for Present residential address viz. Bank Statement/Electricity Bill/Telephone/Mobile not older than 02 months.

Note: Must be government-issued, legible, and self-attested.

2. Documents for Registered Office of LLP

1. Proof of Address (Any one)

- Copy of Registry & NOC (If owned by Partner)
- Rent / Lease Agreement (if rented)
- Utility bill for Present office address. (Electricity Bill/Telephone/Mobile not older than 02 months.)

3. Other Key Documents & Information

- DSC class 3 for all designated partners
- LLP name approval- Through Run-LLP (Reserve unique name-LLP) form.
- LLP agreement- Executed and notarized with 30 days of incorporation which includes following details:
 - Capital contribution
 - Profit sharing ratio
 - Roles and responsibilities

3. Optional (If Applicable)

- Resolution from existing company/LLP (if body corporate is a partner)
- Authorization for subscription (if partner is a company or LLP)
- Foreign nationals: Apostilled/Consularized copies of passport and address proof

4. Following information required first subscribers

S.N	Particulars	Authorised Representative on behalf of company	Director	Nominee
1	Name & DIN if any			
2	Date of birth			
3	Email ID			
4	Mobile Number			
5	Education qualification			
6	Occupation			
7	Duration of stay at present address (If less than one year then previous address proof)			
8	Shareholding & Capital Contribution (Rs.)			

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