

CHECKLIST

Sl.	Mandatory Requirements
1	Duly filled in application (Attached)
2	Bio data of partners/proprietor (Attached)
3	Audit declaration in firm letter head (Attached)
4	Pan card of firm
5	Latest Firm Constitution/Registration Certificate issued by ICAI /ICWA not older than 3 months from the date of submission of application
6	GST copy Or GST declaration in firm letter head (Attached)
7	Latest partnership/LLP deed (If any)
8	Pan card & Aadhar card of partners/proprietor
9	Copy of CA certificate of all partners/proprietor
10	Copy of COP certificate of all partners/proprietor
11	Proof of Empanelment with Banks/FIs (Including Initial letter of empanelment, subsequent renewals till date issued by Banks.)

Note:

1. If you are not having canara Bank Account, Kindly open the same prior to submit the application.
2. 02 sets of copies to be submitted to Circle Office through Regional Office.
3. All copies to be self-signed by partners/proprietor and duly attested by our officials with seal.