

## Fresh Registration

### Proprietorship Concern

S.No	List of Documents	Mode of Acceptance online
1	Pancard	Self –Attested
2	UAM / Udyam Registration	Self –Attested
3	Details of Plant &Machinery.	Self –Attested <b>Annexure 'B'-1</b>
4	Copy of ownership document of the premises or copy of Lease deed/Rent Deed.	Self –Attested
5	List of quality control equipment and testing facility available in factory.	Self –Attested
6	Latest Electricity Bill Copy.	Self –Attested
7	<ul style="list-style-type: none"> <li>• Face of Audited Balance Sheet,</li> <li>• Profit and Loss A/cs,</li> <li>• Schedule of Fixed Assets</li> <li>• Schedule of Revenue from Operations</li> </ul> (For the last 3 years, duly signed by the authorized person under his seal.)	Self -Attested
8	Statement showing the Results of Operation for the last 3 years duly signed by Chartered Accountant by indicating UDIN . (Annexure 'C').	Self -Attested <b>Annexure 'C'-1</b>
9	Bankers' Report giving details of financial status of the applicant firm as per Performa (Draft at Annexure 'E').	Self –Attested <b>Annexure 'E'-1</b>
10	Declaration signed by the applicant MSE Unit accepting conditions of registration as per Annexure D	Self –Attested

Private Limited/Public Limited

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9	Bankers' Report giving details of financial status of the applicant firm as per Performa (Draft at Annexure 'E').	Self –Attested <b>Annexure 'E'-1</b>
10	Declaration signed by the applicant MSE Unit accepting conditions of registration as per Annexure D	Self –Attested
11	List of Directors & their Share Holding	Self –Attested
12	Memorandum of Article	Self –Attested
13	Board Resolution	Self –Attested

Partnership Concern

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4	Copy of ownership document of the premises or copy of Lease deed/Rent Deed.	Self Attested
5	List of quality control equipment and testing facility available in factory.	Self Attested
6	Latest Electricity Bill Copy.	Self Attested
7	<ul style="list-style-type: none"> <li>• Face of Audited Balance Sheet,</li> <li>• Profit and Loss A/cs,</li> <li>• Schedule of Fixed Assets</li> <li>• Schedule of Revenue from Operations</li> </ul> (For the last 3 years, duly signed by the authorized person under his seal.)	Self -Attested
8	Statement showing the Results of Operation for the last 3 years duly signed by Chartered Accountant by indicating UDIN . (Annexure 'C').	Self -Attested <b>. Annexure 'C'-1</b>
9	Bankers' Report giving details of financial status of the applicant firm as per Performa (Draft at Annexure 'E').	Self Attested <b>Annexure 'E'-1</b>
10	Declaration signed by the applicant MSE Unit accepting conditions of registration as per Annexure D	Self Attested
11	Partnership Deed	Self Attested

Industrial Co-operative Societies

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9	Bankers' Report giving details of financial status of the applicant firm as per Performa (Draft at Annexure 'E').	Self Attested <b>Annexure 'E'-1</b>
10	Declaration signed by the applicant MSE Unit accepting conditions of registration as per Annexure D	Self Attested
11	List of Members	Self Attested
12	Copy of Registration of Registration of Society	Self Attested
13	Resolution of Authorization	Self Attested
14	Name of Executive Body	Self Attested

Hindu Undivided Family

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10	Declaration signed by the applicant MSE Unit accepting conditions of registration as per Annexure D	Self Attested
11	Authorization of Karta	Self Attested

Limited Liability Partnership

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10	Declaration signed by the applicant MSE Unit accepting conditions of registration as per Annexure D	Self Attested
11	Copy of incorporation document LLP Agreement (Form-3)	Self Attested
12	Copy of Form 4:- Names of partners and changes, if any, made therein	Self Attested
13	Copy of Form 2 (It shows the location of the main or registered offices of the LLP, details of all the partners, statements etc)	Self Attested
14	Copy of Form 8:- Statement of Account and Solvency – The Statement of Account & Solvency is in Form – 8 signed by the designated partners.	Self Attested
15	Copies of Form 11:- Annual Return	Self Attested
16	General Power of Attorney as per Annexure A(1)	Self Attested

Trust

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