

## PRIVATE LIMITED COMPANY



### MINIMUM REQUIREMENT

- Minimum 2 Directors
- Minimum 2 Shareholders
- At least 1 Director shall be an Indian Resident
- Directors & shareholders can be the same person
- Minimum Authorized Capital – 1 Lakh
- DIN (Directors Identification Number) - For All Directors
- DSC (Digital Signature Certificate) - For any one Director

### DOCUMENTS REQUIRED

#### FOR DIN & DSC OF ALL DIRECTORS

- **COLOR PHOTO (PASSPORT SIZE)**
- **PAN Card**
- **IDENTITY PROOF (ANY 1)**  
Driving License / Voter ID / Aadhaar Card / Passport
- **ADDRESS PROOF (ANY 1)**  
Bank Statement / Mobile Bill / Telephone Bill / Electricity Bill

**Note:**

- Address proof should be in the name of " Applicant only"
- Address proof should not be older than 1 Month

#### FOR REGISTERED OFFICE

- **ANY 1** (TELEPHONE BILL / ELECTRICITY BILL / GAS BILL / MOBILE BILL)
- **NOC** (No Objection Certificate from Owner) On Plain Paper

## STEPS / PROCESS FLOW

NO	STEP	(WORKING DAYS)
1.	Initial Documentation <ul style="list-style-type: none"> <li>➤ Discussion of Documents</li> <li>➤ Receipt &amp; Checking of Required Documents</li> <li>➤ Signing of Required Documents</li> </ul>	DEPENDS UPON TIME TAKEN BY CLIENT
2.	Application of DSC ( Digital Signature Certificate)	3 DAYS
3.	Application for DIN (Director Identification Number)	1 DAY
4.	Application of Name	5 DAYS
5.	Drafting of MOA, AOA & other declaration	2 DAYS
6.	Application of Registration of Company	7 DAYS
7.	Application of PAN Card & TAN	2 Days

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Contact us