

Entity Wise Document List

Entity Name	Documents
Govt. Organization/s (Note: Any Six (6) out the Seven (7) documents as mentioned above is mandatory)	An order from ADM skills or a letter from District Head of Line department.
	TAN
	Address Proof
	Letter mentioning Receipt head of Account
	Establishment order of Training Centre / Venue.
	SPOC order of Line Department
Govt. University	Scanned copy of Power of Attorney in the name of signatory/ Point of Contact
	Scanned copy of Address Proof
	Scanned copy of Identity proof of University Registrar/Asst. Registrar
	Scanned copy of University Act
	Scanned copy of University TAN No. and GST Registration No.
	Scanned copy of Income Tax Return Last FY
Limited Company	Photographs of Owner or Board Members
	Copy of cheque/passbook showing IFSC and Account number
	PAN card of the Company
	TAN of Company
	Certificate of Incorporation under Company Reg. Act. + Registration certificate of LLP
	Address Proof
Partnership Firm	Registration Certificate
	Copy of cheque/passbook showing IFSC and Account number
	PAN card of the Firm
	Partnership Deed
	Photographs of the Partners
	Address Proof
Private Limited Company	Address Proof
	Copy of cheque/passbook showing IFSC and Account number
	PAN card of the Company
	TAN of Company
	Photographs of Minimum Two Directors
	Certificate of Incorporation under Company Reg. Act.
Proprietor	Income Tax Return Last Assessment Year
	PAN card
	Valid Trade Licence
	Photographs of Proprietor
	Copy of cheque/passbook showing IFSC and Account number
	Address Proof
Pvt. University	Scanned copy of Identity proof of University Registrar/Asst. Registrar
	Scanned copy of Power of Attorney in the name of signatory/ Point of Contact
	Scanned copy of Address Proof
	Scanned copy of Income Tax Return Last FY
	Scanned copy of University Act
	Scanned copy of University TAN No. and GST Registration No.

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	Copy of cheque/passbook showing IFSC and Account number
	Photographs of the Highest Authority of the Society
Society	PAN card of Society
	Society Registration Certificate document/ FULL DOCUMENT
	MOA of the Society FULL DOCUMENT
	Address Proof
Trust(Including other non profit organizations/ Section 8 Company)	Page containing with Certificate of Admissibility and Registration No. in the Trust deed documents/ Certificate of incorporation.
	Copy of cheque/passbook showing IFSC and Account number
	Page containing the Photographs of Trustees along-with Signature & LTI (Left Thumb Impression) Sheet in the Trust deed documents
	TRUST DEED Documents/ Trade License.
	PAN card of the Trust/ Section 8 Company.
	Address Proof