

Checklist of Documents for Self Employed



| SI No | Particulars | Yes | No | Remarks |
|----------|---|-----|----|---------|
| 1 | KYC Documents | | | |
| | a) Photo Id Proof | | | |
| | Pan card (compulsory) | | | |
| | b) Address Proof (Current and Permanent address) | | | |
| | Any 2, with at least one for Curr and one for Perm, if they are not the same | | | |
| | Aadhar card (compulsory) - specify C or P | | | |
| | Voter's Id - specify C or P | | | |
| | Ration card - specify C or P | | | |
| | Passport copy (front page and last page) - specify C or P | | | |
| | If staying in Rented accomm., rental slips/rental agreement | | | |
| 2 | Income Proof (Any 3) | | | |
| | Bank Statement last 1 year (compulsory) | | | |
| | Income Tax Return 2yrs/3 yrs | | | |
| | P&L A/c and Balance sheet of latest 2yrs/3yrs | | | |
| | Nature of Business/Firm proof | | | |
| | Vat returns and GST filings | | | |
| | Firm/Company registration copy | | | |
| 3 | Vehicle Proof | | | |
| | Quotation | | | |
| | Invoice copy (with bank account for payment) | | | |
| | Original RC | | | |
| 4 | References and mobile numbers (preferably one personal and one professional) | | | |
| | 1 | | | |
| | 2 | | | |