

GOVERNMENT REGISTRATION

IEC (Import Export Code) Registration

Document Checklist for Government Registration

For obtaining an Import Export Code from DGFT, mandatory for import/export business.

Documents Required

- PAN card of the business/proprietor/company
- Aadhaar card / identity proof of the Proprietor/Director/Partner
- Business address proof (utility bill/rent agreement)
- Bank account details/cancelled cheque with pre-printed name, or bank certificate
- Business registration proof (Company/LLP/Partnership/Proprietorship registration certificate)
- Passport-size photograph of the Proprietor/Signatory
- Digital Signature Certificate (DSC), if applying digitally
- Email ID and mobile number for registration

Note: The above list indicates commonly required documents. Additional documents may be requested by the concerned government department or portal depending on the specific case. Expert Registration confirms the exact requirement after a brief consultation.