

TAX FILING

Professional Tax Registration

Document Checklist for Tax Filing

For registering under the applicable state Professional Tax Act (Employer and/or Employee registration).

Documents Required

- PAN card of the business/Proprietor/Partners/Directors
- Aadhaar card / identity proof of the Proprietor/Partners/Directors
- Business registration proof (Company/LLP/Partnership/Proprietorship, if applicable)
- Business address proof
- Details of employees and their salary (for employer registration)
- Bank account details of the business
- Passport-size photograph of the applicant

Note: The above list indicates commonly required documents. Additional documents may be requested by the GST Department, Income Tax Department or the relevant state authority depending on the specific case. Expert Registration confirms the exact requirement after a brief consultation.