



SRIVASTAVA ANKIT & ASSOCIATES
Company Secretaries

Documents/Information required for New Company

	<u>Director-1</u>	<u>Director-2</u>
Name of Director		
Photo of all director		
Pan & Adhar card		
Mobile no.		
<u>For Registered office address:</u> Electricity bill or mobile post paid bill or Gas bill of latest not older than 2 month		
Email. Address		
Voter id/ passport/ driving license (any 1)		
Bank statement latest month debit credit entry (mandatory front page & last page of passbook) not older than 2 month		
Paid capital amount		
Nearest police station		
Division of Share between directors (ratio of sharing)		
Name of bank in which account will be opened		
Separate email id for company		

**Office Address: Flat No. 102, Second Floor, Sushyam Bhawan, Sigra Mahmoorganj,
Varanasi, Uttar Pradesh- 221010**
Phone No.: 9999301103
Email: csankitsrivastava@gmail.com