

GST Registration

Requirements:

- ✓ Bank Account Certificate
- ✓ Acquisition Date, Capacity and Business Activity
- ✓ Particulars of all branches (if any)
- ✓ Authorization of principal Officer
- ✓ GPS-tagged photographs of the business premises
- ✓ Consumer number with the gas and electricity supplier along with pictures of utilities meter
- ✓ GPS-tagged photographs of machinery and industrial electricity or gas meter installed (Manufacturer only)
- ✓ Color copy of CNIC's of Partners
- ✓ Rent agreement/ownership docs of Office premises
- ✓ Latest paid electricity bill
- ✓ Biometric Verification
- ✓ Post Verification (Manufacturer only)

Monthly Federal / Provincial Sales Tax Return Filing

Requirements:

- ✓ Copies of Sales Invoices
- ✓ Copies of purchases Invoices
- ✓ Bank Statements
- ✓ Other information as required

PST Registration

Individual

Requirements:

- ✓ Color copy of CNIC
- ✓ Rent agreement/ownership docs of Office premises
- ✓ Letterhead
- ✓ Latest paid electricity bill
- ✓ Phone Number
- ✓ Email address
- ✓ Bank Account Certificate
- ✓ Acquisition Date, Capacity and Business Activity
- ✓ Particulars of all branches (if any)
- ✓ Authorization of principal Officer
- ✓ Signed Application Form

PST Registration

Company

Requirements:

- ✓ Incorporation Certificate
- ✓ Memorandum of Association
- ✓ Articles of Association
- ✓ Incorporation Form/ Form A & 29
- ✓ Color copy of CNIC
- ✓ Rent agreement/ownership docs of Office premises
- ✓ Letterhead
- ✓ Latest paid electricity bill
- ✓ Phone Number
- ✓ Email address
- ✓ Bank Account Certificate
- ✓ Acquisition Date, Capacity and Business Activity
- ✓ Particulars of all branches (if any)
- ✓ Authorization of principal Officer
- ✓ Signed Application Form

PST Registration

Partnership

Requirements:

- ✓ Partnership Certificate
- ✓ Partnership deed
- ✓ Color copy of CNIC
- ✓ Rent agreement/ownership docs of Office premises
- ✓ Letterhead
- ✓ Latest paid electricity bill
- ✓ Phone Number
- ✓ Email address
- ✓ Bank Account Certificate
- ✓ Acquisition Date, Capacity and Business Activity
- ✓ Particulars of all branches (if any)
- ✓ Authorization of principal Officer
- ✓ Signed Application Form