

Sr No	Type of Document (Proof of Address of the Organization)	Issuing Authority
1	Incorporation Certificate	Government Of India
2	Telephone Bill (Last Three months)	Telecom Service Provider
3	Electricity Bill (Last Three months)	Electricity Distribution Company
4	Trade Licence	State Government
		State Government
5	Shops and Establishment Certificate	State Government
6	Acknowledgement Of Registration Of Firm	Registrar of Firms
7	Bank Statement	Scheduled Banks
		Indian Post
8	Bank Passbook	Scheduled Banks
		Indian Post
		Indian Post
9	Certificate Of Affiliation	State Education Authority
		AICTE
		Central Education Authority
		UGC
	Medical Council of India	
10	Certificate of Importer Exporter	Directorate of imports and Exports
11	Certificate Of Registration Of Society	Registrar/Sub Registrar
12	Declaration from Registrar of Newspapers For India	Ministry of Information and Broadcasting
13	Directorate of Industries And Commerce - Entrepreneurs Memorandum	Department of Labour
14	Incorporation Certificate (Name Change)	Government Of India
15	Letter from the Ministry of External Affairs for Liason	Ministry of External Affairs
16	Letter Head - Government Account	Government Of India
		State Government
		Armed Forces
17	License FSSAI	Food Safety standards Authority of India
18	LLP Agreement	Government Of India
19	Memorandum of Association	Government Of India
20	Partnership Deed	Government Of India
		State Government
21	Proprietorship Deed	Government Of India
		State Government
22	Registation Certificate Of Establishment	Department of Labour
23	Registation Certificate Of Small scale industries	Directorate of Industries
24	Reserve Bank Letter	Reserve Bank Of India
25	Trust Deed (Registered)	Government Of India
		State Government
26	VAT Registration Certificate	Government Of India
		State Government
27	Service Tax Registration Certificate	Excise and Taxation Department
28	Certificate of Enlistment	State Government
29	TIN Certificate	State Government
30	TAN Certificate	Income Tax Authority
31	Factory License	State Government
32	Certificate of Registration	Government Of India
		State Government
33	Government Order/Notification	Government Of India
		State Government
		Armed Forces
34	Sales Tax Registration Certificate	Excise and Taxation Department
35	Drug License	Food and Drug Administration
36	Water Bill (Last Three months)	State Government
37	Vehicle Registration Certificate	RTO
38	Income Tax Assessment Order	Income Tax Authority
39	Lease Deed/Sale Deed/Rent Agreement (Registered)	State Government
40	Trade mark Registration Certificate	Government Of India