

Directorate name: WBIDC - IC & E WB

Allotment of land in Industrial Area (WBIDC)

- 1) A self-declaration in Organization's letter head that none of the promoters/directors/partners/proprietor of the organization or the organization itself, do not contravene the provision of the Companies Act, 2013, PF, ESI, Income Tax, GST and any other statutory compliances/law, as applicable.
- 2) Audited Financial Statement/Annual Accounts including audit report and directors' report & MGT-9 etc.(Annual Report) of the company and the group companies(if any) for last 3 years,
- 3) Certificate of Registration (if any)
- 4) Copy of PAN
- 5) Details of the proposed Project
- 6) GST Certificate,
- 7) Identify Proof(e.g. PAN) and Address proof(e.g. Voter Id/ Adhaar/Passport/DrivingLicense/ElectricityBill etc.) of promoters/directors/partners/proprietor etc. (to be annexed in DPR).
- 8) IT Return
- 9) Net Worth Statement for all Directors
- 10) Partnership Deed
- 11) Project Feasibility Report
- 12) Requirement and justification of land
- 13) Signature
- 14) TRADE LIANCE (Allowed Maximum file size-200KB, pdf Only).
- 15) Trade License
- 16) Udyam registration certificate/UAM (if any)

Alteration in the Name or Address of Partners

Alteration in the Name or the Location of the Firm

Building Plan approval (WBIDC)

Changes of Closing & Opening of Places of Business

Dissolution of the firm

e-intimation of commencement of construction by applicant (WBIDC)

Occupancy Certificate (WBIDC)

Partner Attaining Majority

Plinth level completion (WBIDC)

Recording Of Changes in the Constitution of a Firm

Registration of Partnership Firm (IC & E)

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