



RSR SHAH & CO
CHARTERED ACCOUNTANT

DOCUMENT CHECKLIST FOR IEC CODE

Offices:

BHARUCH

AHMEDABAD

RSR SHAH & CO

3rd Floor, ADITYA COMPLEX,

Nr Kasak Circle,

Opp Old Age Home

Bharuch-392001

Phone : +91 9722874401,

RSR SHAH & CO

111-112, PANORAMA **COMPLEX**,

Nr Navajeevan Press, Ashram Road

Ahmedabad -380015

Phone : +91 8306989759,

+91 7405480395

DOCUMENT CHECKLIST FOR IEC CODE

In case of fresh e-IEC

- 1) Digital Photograph (3x3cms) of the Signatory Applicant
- 2) Copy of PAN card
- 3) Bank Certificate or cancelled bearing the applicant entities name

In case of Modification of IEC

Upload the requisite documents* in digital format as detailed below:

A	Proprietorship	<ul style="list-style-type: none">• Digital Photograph (3x3cms) of the Proprietor.• Copy of PAN card of the Proprietor.• Copy of Passport (first & last page)/Voter's I-Card/ Driving Licence/UID (Aadhar card) (any one of these).• Sale deed in case business premise is self-owned; or Rental/Lease Agreement, in case office is rented/ leased; or latest electricity /telephone bill.• Bank Certificate as per ANF 2A(I)/ Cancelled Cheque bearing pre-printed name of applicant and A/C No.
	B Partnership firm	<ul style="list-style-type: none">• Digital Photograph (3x3cms) of the Managing Partner.• Copy of PAN card of the applicant entity.• Copy of Passport (first & last page)/Voter's I-Card /UID (Aadhar Card) /Driving Licence/PAN (any one of these) of the Managing Partner signing the application.• Copy of Partnership Deed.• Sale deed in case business premise is self-owned; or Rental/Lease Agreement, in case office is rented/ leased; or latest electricity /telephone bill.• Bank Certificate as per ANF 2A (I)/Cancelled Cheque bearing pre-printed name of the applicant entity and A/C No.
C	LLP firm	<ul style="list-style-type: none">• Digital Photograph (3x3cms) of the Designated Partner/Director of the Company signing the application.• Copy of PAN card of the applicant entity.• Copy of Passport (first & last page)/Voter's I-Card /UID (Aadhar Card) /Driving Licence/ PAN (any one of these) of the Managing Partner/Director signing the application.• Certificate of incorporation as issued by the RoC• Sale deed in case business premise is self-owned; or Rental/Lease Agreement, in case office is rented/ leased; or latest electricity
	Government Undertaking	
	Public Limited Company	
	Private Limited Company	

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BANK CERTIFICATE FROM YOUR BANKER

ANF2(I)

FORMAT OF BANK CERTIFICATE FOR ISSUANCE OF IEC

(To be issued on the official letter head of the Bank)

Ref No.

To

.....
.....
.....

(Name and address of the issuing authority)

Sir/ Madam

..... (Name of the bank/branch) certify that
M/s..... (Name and Address of the account holder) is/ are maintaining a
Savings Bank Account / Current Account (tick whichever is applicable) No. with us, since
....

Affix
Passport
Size
Photograph
of the
applicant

Note: The photograph as affixed and attested is of the account holder.

(Signature of the issuing authority)
(Not below the rank of Manager)

Name.....
Designation
IFS Code of the issuing bank:

Date:
Place:

(Banks'
Stamp)