

CHECKLIST FOR REGISTRATION OF FIRM UNDER the INDIAN PARTNERSHIP ACT, 1932.

1. Application for registration of partnership (Form 1)
2. Partnership deed duly registered before Sub-Registrar of Hon'ble Court (Certified copy)
3. An affidavit of Rs 10/- with judicial stamp of Rs 10/- attested by notary indicating:-

"If there is any change in the constitution /location of the firm, the same shall be intimated to the Registrar of Firms well in time, from time to time and that the firm with the same name and style has not been registered under the Indian Partnership Act, 1932."

"The firm shall not have any of the names or emblems specified in the Schedule to the Emblems and Names (Prevention of Improper Use) Act, 1950, or any colourable imitation thereof, unless permitted so to do under that Act, or any name which is likely to be associated by the public with the name of any other firm on account of similarity, or any name which, in the opinion of the Registrar, for reasons to be recorded in writing, is undesirable"

4. Treasury fee of Rs.50/- to be remitted in Treasury under account Head 1475- Other General and Economic Services.

5. Proof of principal place of firm (Own premises- Lease Deed/ Ownership deed and NOC from the owner or if it is rented - Rent Deed duly registered in the Court of Sub-Registrar and NOC from owner.)

6. Self attested photographs of each partner.

7. **PAN card of firm** - Partners need to apply for PAN of the firm. Form 49A has to be filed to apply for a PAN. It should be filled online by visiting <https://www.onlineservices.nsd1.com/paam/endUserRegisterContact.html>

It can be filed online if the authorised partner signs the application using a digital signature certificate. Else, the application and requisite documents have to be sent to PAN processing centre, Pune.

**PAN card of partners** - All partners are required to submit their PAN number as identity proof.

**Address proof of partners** - Partners can submit Aadhar Card, Driving License, passport or Voter ID card as address proof. Name and other details on address proof should match PAN card details.

8. For Self Help Group- Technical; Qualification Certificate/10+2 Certificate with Self attested photographs/ Permanent Resident Certificate /Ration Card/Affidavit.



**FORM No. - 1**

**(Section-3)**

**THE INDIAN PARTNERSHIP ACT-1932**

**Application for registration of firms by the name**

Presented or forwarded to the Registrar of Firm for filing .....

We, the undersigned, being the Partners of the firm \_\_\_\_\_  
\_\_\_\_\_ hereby apply for registration  
of the said firm and for that purpose supply the following particulars, in Pursuant  
of section 58 of the Indian Partnership Act- 1932.

The Name of the Firm \_\_\_\_\_

Place of Business \_\_\_\_\_

a) Principal Place \_\_\_\_\_

b) Other Place \_\_\_\_\_

S. No.	Name of the partners in full	Date of Joining the firm	Permanent Address in full.
1.			
2.			
3.			
4.			
5.			
6.			

Duration of Firm \_\_\_\_\_

Station \_\_\_\_\_

1. \_\_\_\_\_

Dated \_\_\_\_\_

2. \_\_\_\_\_

Signature of the partners or their specially authorised agents

1. I \_\_\_\_\_ S/o \_\_\_\_\_ R/o \_\_\_\_\_

\_\_\_\_\_ Years of age of \_\_\_\_\_ do hereby declare that the above statement is true and correct to the best of my knowledge and belief.

Date \_\_\_\_\_

Witness \_\_\_\_\_

(Name with seal & Designation

Signature of the partners



2. I \_\_\_\_\_ S/o \_\_\_\_\_ R/o \_\_\_\_\_  
\_\_\_\_\_ Years of age of \_\_\_\_\_ do hereby declare that the above statement  
is true and correct to the best of my knowledge and belief.

Date \_\_\_\_\_

Witness \_\_\_\_\_  
(Name with seal & Designation

Signature of the partners

3. I \_\_\_\_\_ S/o \_\_\_\_\_ R/o \_\_\_\_\_  
\_\_\_\_\_ Years of age of \_\_\_\_\_ do hereby declare that the above statement  
is true and correct to the best of my knowledge and belief.

Date \_\_\_\_\_

Witness \_\_\_\_\_  
(Name with seal & Designation

Signature of the partners

4. I \_\_\_\_\_ S/o \_\_\_\_\_ R/o \_\_\_\_\_  
\_\_\_\_\_ Years of age of \_\_\_\_\_ do hereby declare that the above statement  
is true and correct to the best of my knowledge and belief.

Date \_\_\_\_\_

Witness \_\_\_\_\_  
(Name with seal & Designation

Signature of the partners

5. I \_\_\_\_\_ S/o \_\_\_\_\_ R/o \_\_\_\_\_  
\_\_\_\_\_ Years of age of \_\_\_\_\_ do hereby declare that the above statement  
is true and correct to the best of my knowledge and belief.

Date \_\_\_\_\_

Witness \_\_\_\_\_  
(Name with seal & Designation

Signature of the partners

6. I \_\_\_\_\_ S/o \_\_\_\_\_ R/o \_\_\_\_\_  
\_\_\_\_\_ Years of age of \_\_\_\_\_ do hereby declare that the above statement  
is true and correct to the best of my knowledge and belief.

Date \_\_\_\_\_

Witness \_\_\_\_\_  
(Name with seal & Designation

Signature of the partners

(If any partner is a minor that fact whether he is entitled to the benefits of partnership should be set out herein. This form must be signed by all partners or their agents specifically authorised in this behalf in presence of a witness or witness who must be either Gazetted Office, Advocate, Pleader or Chartered Accountant)