

Sandeep P Parekh & Co.

Company Secretaries

Checklist for Micro, Small & Medium Enterprises (MSME) Registration

Details Required for MSME Registration:-

Sr. No	Particulars	Details
1.	Aadhaar Number (also provide copy)	
2.	Name of Owner (E.g. if Raj Pal Singh has his name as Raj P. Singh, the same should accordingly be entered if the name does not match with the Aadhar Number, the applicant will not be able to fill the form further.)	
3.	Social Category (General, Scheduled Caste, Scheduled Tribe or Other Backward Castes (OBC) (Please provide certificate, if applicable)	
4.	Gender Male/Female	
5.	Physically Handicapped (if yes, provide certificate received from Govt)	
6.	Name of Enterprise (as per registration certificate)	
7.	Type of Organization (Proprietor/Partnership/LLP/Pvt Ltd)	
8.	PAN Number of the Organization	
9.	Location of Plant (If more than 1 plant mention the same)	
10.	Official Address (including State, District, Pin code, Mobile No and Email)	
11.	Date of Commencement (e.g. Incorporation Date)	
12.	Previous Registration Details (if any)	
13.	Bank Details (also provide the IFS Code of the bank's branch)	
14.	Major Activity (The major activity i.e. either "Manufacturing" or "Service")	
15.	Number of Person employed	
16.	Investment in Plant & Machinery / Equipment in Rs.	

Please note that you will receive 2 OTP on your Mobile No for Filing the Form.