

5(a) Ref. :

Procedure of partnership firm registration.

• Select the suitable name for partnership:

choose an appropriate name for your partnership firm which shall not resemble any other name registered or shall not use the words violating any law.

Draft Partnership Deed

- Name & address of the firm.
- Complete information about partner.
- Nature and activities of the business.
- Duration, if any.
- Contribution of each partner.
- The ratio in which the profit will get shared amongst the partner.

Finalise the Partnership firm

After drafting the deed, get it finally executed by printing it on stamp paper with the proper notary and by affixing the signature of each partner.

PAN Application for partnership firm:

From the prospective of taxation, a partnership firm is not distinct from its partner; still it is advisable to get the PAN in the name of partnership.

- Registration application
Complete the application by including all the details of the firm, necessary information about the firm, partners, contributions, location of the firm, duration of the firm.
- Submit the application
 - (1) Certified copy of Partnership deed.
 - (2) PAN of the partnership firm.
 - (3) Supporting documents for registered officers.
 - (4) Id proof and address proof of all partners.
- Stamp duty and fees.
- Registration certificate

There are two types of Partnership firm

- Registered :- Register under Registrar of firm having the jurisdiction as per the state on which firm is registered.
- UnRegistered :- Firms get established by mere formation of partnership deed.