Checklist for documents

Form : **A2.5**

Required for opening PARTNERSHIP FIRM account.

In case client is registered with KRA.

- Copy of Partnership deed
- Copy of last 2 years' Balance Sheet (Last page should be Notorized)
- Board Resolution for mode of operation
- Partner's details on Letter Head of the firm
- Copy of cancelled cheque
- Copy of front page of Bank Passbook / Bank Statement with latest transactions with bank stamp.

Note:

- 1) Bank Transaction copy should have transactions not older than 4 months.
- 2) If partnership firm is new established then CA certified copy of the Net Worth certificate is required instead of Balance Sheet.

In case client is NOT registered with KRA.

- Copy of Partnership Firm's PAN Card
- Copy of all the Partners' PAN Card
- Letter signed by all partners for mode of operation
- Partners' details on Letter Head of the firm
- Latest Passport size color photograph of all Partners
- Copy of Partnership deed
- Copy of last 2 years' Balance Sheet (Last page should be Notorized)
- Copy of cancelled cheque
- Copy of front page of Bank Passbook / Bank Statement with latest transactions with bank stamp.

Note:

- 1) Bank Transaction copy should have transactions not older than 4 months.
- 2) If partnership firm is new established then CA certified copy of the Net Worth certificate is required instead of Balance Sheet.

Any one of the following documents for all the Partners

- Copy of Driving License
- Copy of Passport
- Copy of Election Card
- Copy of Electricity Bill (not older than 2 months)
- Copy of BSNL Telephone Bill (not older than 2 months)
- Copy of Ration card
- Copy of Municipal Tax Bill
- Copy of Aadhar Card