

Documents Required for the Gumasta License –

- Pan Card which is mandatory for any type of the Business Registration in India
- Address Proof like Electricity Bills Copy or Rent Agreement or Sale Deed Copy or NOC from the Owner.
- Application Letter in the Prescribed Format by the Municipal Corporation of Greater Mumbai.
- Authority Letter for the business.
- Form A (Application for the Registration)
- Government Prescribed Fees as per the Table

Sr. No	Category of Establishment	Fees (Annual)	T.R.C. (Annual)
		(Rupees)	(Rupees)
1	Shops & Establishment having no employees.	120	360
2	Establishment having 1 to 5 employees	360	1080
3	Establishment having 6 to 10 employees	720	2160
4	Establishment having 11 to 20 employees	1200	3600
5	Establishment having 21 to 50 employees	2400	7200
6	Establishment having 51 to 100 employees	4200	12600
7	Establishment having more than 100 employees	5400	16200

Notice of Change Form 'E'	Fees	Rs.120/-
Duplicate Certificate Charges	Fees	Rs. 20/-

(Note: TRC- Trade Refuse Charge)

For the Partnership Firm –

- Partnership Deed
- Pan Card of the Partnership Firm
- All the Partners ID & Address Proof

For the Private Limited Company

- MOA/AOA of the Company
- Certificate of Incorporation
- Directors ID & Address Proof

Note – In the Sole Proprietorship Firm/Partnership Firm/Company you have to require an Undertaking Form. Apart from that, you have to setup a Firm Name Board outside the shop or establishment in the respective state language with Fire extinguisher in the premises.