

DOCUMENTS REQUIRED FOR ACCOUNTING SERVICES

Dear Sir/ Madam

Greetings from "BHORSHA FINTECH"

With reference to your discussion, I am sending you the list of documents which will be required for processing the loan application.

In case of any doubt feel free to contact me @ +91 8945828377 | +91 850960402

Business Documents – PAN Card, GST Certificate, Incorporation Certificate/Partnership Deed, MSME Registration (if applicable)

Financial Records – Profit & Loss Account, Balance Sheet, Cash Flow Statement, Trial Balance.

Bank & Transactions – Bank Statements, Cheque Books, Loan & Overdraft Details.

Sales & Purchases – Invoices, Debit/Credit Notes, E-Way Bills.

Tax Compliance – GST Returns, ITR, TDS Returns, Tax Challans.

Payroll Records – Salary Slips, PF & ESI Details, Attendance Records.

Expenses & Assets – Utility Bills, Fixed Asset Register, Depreciation Sheets.

Other Documents – Contracts, Loan Agreements, Inventory Details.

Note: All documents should be clear.