

List of Documents required for filling up of applications

1. Self Advertisement

- a. AADHAR Card (Front & Back)
- b. Valid Municipal Trade License
- c. Current year holding tax rescript
- d. GST certificate
- e. Photograph of advertisement board with GPS co-ordinate.

2. Movable Vehicle Advertisement

- a. AADHAR Card (Front & Back)
- b. Valid Municipal Trade License
- c. Designed vehicle photograph
- d. Owner Book of the vehicle
- e. Driver's license
- f. Insurance copy of the vehicle
- g. GST certificate of the firm

3. Private Land Advertisement

- a. AADHAR Card (Front & Back)
- b. Valid Municipal Trade License
- c. Current year holding tax rescript
- d. GST certificate
- e. Photograph of advertisement board with GPS co-ordinate.
- f. NOC from the brand for which advertisement is being done.

4. Agency Registration & Renewal

- a. GST certificate of the firm
- b. IT return of the firm for last two financial years
- c. Address proof of the office
- d. PAN card of the firm
- e. AADHAR card (front & back) of directors/partners/prop.
- f. No dues clearance from RMC in case of renewals or self declaration of no dues over stamp paper.