

## **List of tentative documents required for change of company name**

### **A. In case of a Proprietorship firm**

Please get your VAT certificate amended with the new name. Submit the copy of the VAT certificate where both (old & new) names have been mentioned.

On receipt & review of company's VAT certificate or other documents as demanded from time to time, GS1 India will decide on the name change request.

The decision of GS1 India shall be final & binding in all circumstances.

If approved, then you would be required to submit:

- a. Form to Upload GS1 India Records
- b. Fee, as applicable, towards updating company name.

### **B. In case of a Partnership Firm**

Please update your company name in the VAT certificate & PAN card.

Submit the copy of the PAN cards both (old & new) and ensure that the PAN is same in both the cards.

On receipt & review of company's PAN cards or other documents as demanded from time to time, GS1 India will decide on the name change request.

The decision of GS1 India shall be final & binding in all circumstances.

If approved, then you would be required to submit:

- a. Form to Upload GS1 India Records
- b. Copy of VAT certificate with new name

c. Fee, as applicable, towards updating company name.

**C. In the case of a Pvt. Ltd. or Ltd. Co.**

Please submit a copy of the certificate, which you might have received from Registrar of Companies towards the change of name.

On receipt & review of this certificate or other documents as demanded from time to time, GS1 India will decide on the name change request.

The decision of GS1 India shall be final & binding in all circumstances.

If approved, then you would be required to submit:

- a. Form to Upload GS1 India Records
- b. Copy of PAN Card, VAT certificate with new name
- c. Fee, as applicable, towards updating company name.