



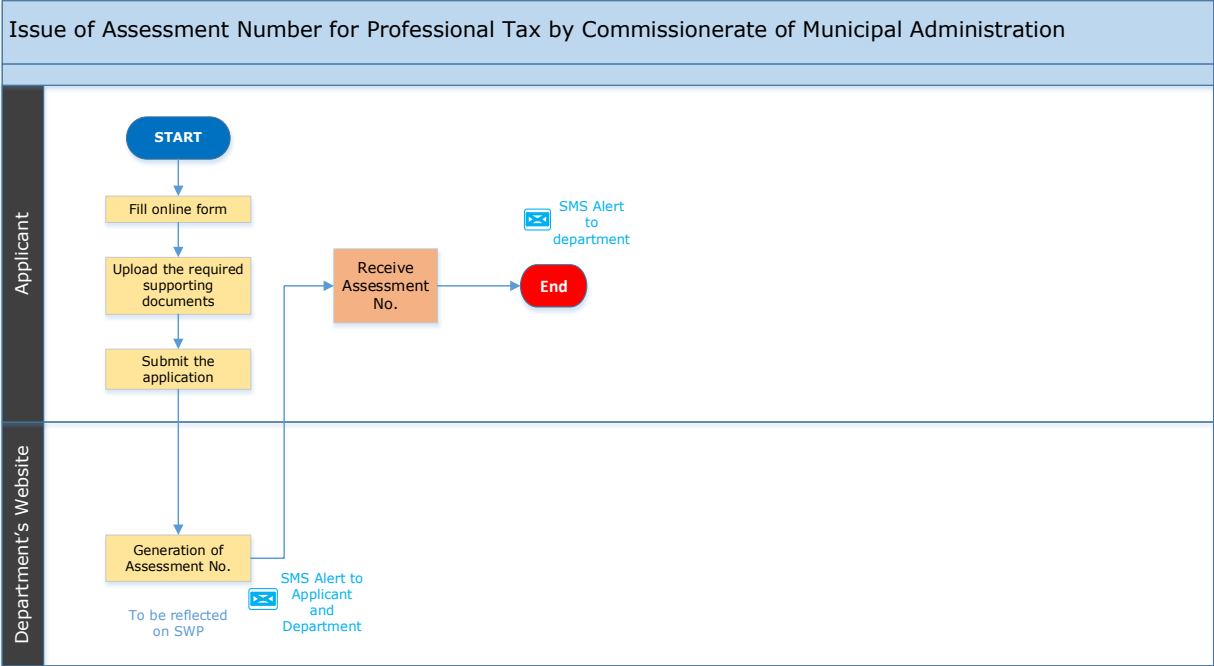
Issue of Assessment Number for Professional Tax by Commissionerate of Municipal Administration

Procedure, List of Supporting Documents, and Fees

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1 Procedure



Note- Every year the organization/Commercial establishment has to file the return to ascertain the no. of employees

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2 Checklist of supporting documents

S. No.	Document
	In case of Individuals
1	Last six months' salary details / last six months income proof (Pay slip)
2	Copy of PAN
	In case of Organization
1	Copy of PAN/GSTIN
2	Statement of Gross half yearly income of the Employees (including individual employee wise employee code, employee name, & tax amount deducted per employee) (Applicable to State, Central, and Private Organisations)

3 Fees

No Fees Charged

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