

# Legal Adda®

One Stop Business Compliance Solution

Serving Across India

Call: +91 9726365804 | +91 9726365800

Email: [office@legaladda.com](mailto:office@legaladda.com) | [www.legaladda.com](http://www.legaladda.com)



## **Proposal for “One Person Company (OPC) Registration”**

### **Commercial:**

OPC Registration Package is **Rs. 10,000/-** Includes followings

- |                               |                             |
|-------------------------------|-----------------------------|
| 1. Government & Stamp Charges | 7. PF & ESIC Registration   |
| 2. OPC Registration Cost      | 8. MSME Registration        |
| 3. MoA & AoA of OPC           | 9. DIN                      |
| 4. PAN of OPC                 | 10. Digital Signature (DSC) |
| 5. TAN of OPC                 | 11. Bank Account Opening    |
| 6. GST Registration           | 12. INC-20A MCA Filing      |

### **Documents Requirement for OPC Registration Package:**

1. Single Owner PAN Card
2. Identity Card of Owner (any one - Voter id / Passport / Driving License)
3. Aadhar Card of Partners (or Any One Election Card/Driving License)
4. Owners Saving Account Bank Statement (Latest)
5. Nominee Doc's- PAN, Voter Id card and Bank Statement
6. Owner Photo (in WhatsApp or Email)
7. Electricity Bill or Telephone Bill or Gas or Internet Bill OPC Address
8. Proposed Name of Company
9. Activity List of Company

### **Minimum Requirement for OPC Registration Package Formation:**

1. Only one owner (sole member/shareholder) is needed.
2. One Nominee Required for OPC.
3. A minimum of one director is necessary for compliance and the day-to-day operations of the company.
4. The director of the OPC must be a resident of India.
5. The OPC company's name must be unique and must ends with OPC Private Limited.
6. Adherence to OPC company compliance is mandatory, including ROC filing and statutory audit.

# Legal Adda®

One Stop Business Compliance Solution  
Serving Across India

Call: +91 9726365804 | +91 9726365800

Email: [office@legaladda.com](mailto:office@legaladda.com) | [www.legaladda.com](http://www.legaladda.com)



## Annual Compliance of OPC Registration (to be followed every year):

1. Holding Annual General Meeting (AGM).
2. Filing audited Financial Statements and Annual Return.
3. ROC Filing (ADT, MGT, AOC, DIN KYC, DPT etc)
4. Income Tax Return (ITR) filing.

## Start Process Now – Get OPC Registration

- Step 1: Send us Documents Via Email or WhatsApp
  - Email: [office@legaladda.com](mailto:office@legaladda.com)
  - WhatsApp: +91 9726365804
- Step 2: Preparation of Documents & Processing
- Step 3: Get OPC Registration

## Legal Adda – One Stop Business Solution

- ✓ Five Star Google Rating
- ✓ Dedicated Manager
- ✓ 24x7 Support
- ✓ Serving Across India
- ✓ NO Advance Payment
- ✓ 2000+ Yearly Clients

## Customer Support (WhatsApp & Calls)

- +91 97263 65800
- +91 97263 65804
- +91 97263 65833

Thank You :)  
Visit us  
[www.legaladda.com](http://www.legaladda.com)