

## Application for Udyam Registration for MSME

1.	Name of Service	Udyam Registration for MSME
2.	Competent Authority	Ministry of MSME
3.	Stage	Post-Operation and Pre-Operation
4.	Timelines	Same Day
5.	Document Required	<p>(1) The form for registration shall be as provided in the Udyam Registration portal.</p> <p>(2) Aadhaar number shall be required for Udyam Registration.</p> <p>(3) The Aadhaar number shall be of the proprietor in the case of a proprietorship firm, of the managing partner in the case of a partnership firm and of a karta in the case of a Hindu Undivided Family (HUF).</p> <p>(4) In case of a Company or a Limited Liability Partnership or a Cooperative Society or a Society or a Trust, the organisation or its authorised signatory shall provide its GSTIN and PAN along with its Aadhaar number.</p> <p>(5) In case an enterprise is duly registered as an Udyam with PAN, any deficiency of information for previous years when it did not have PAN shall be filled up on self-declaration basis.</p> <p>(6) No enterprise shall file more than one Udyam Registration: Provided that any number of activities including manufacturing or service or both may be specified or added in one Udyam Registration.</p>
6.	Procedure	<ul style="list-style-type: none"><li>• Eligible institution may apply through online Udyam website (i.e. <a href="https://udyamregistration.gov.in/">https://udyamregistration.gov.in/</a>)</li><li>• Below is screenshot of process how the applicant can apply for Udyam Certificate online.</li></ul>
7.	Fees & Mode of Payment	MSME Registration is free, paperless and based on self-declaration
8.	Does the applicant need to visit office personally?	No

## Udyam Application Form

### Aadhaar verification -

#### Aadhaar Verification With OTP

##### 1. Aadhaar Number/ आधार संख्या

##### 2. Name of Entrepreneur / उद्यमी का नाम

- Aadhaar number shall be required for Udyam Registration.
- The Aadhaar number shall be of the proprietor in the case of a proprietorship firm, of the managing partner in the case of a partnership firm and of a karta in the case of a Hindu Undivided Family (HUF).
- In case of a Company or a Limited Liability Partnership or a Cooperative Society or a Society or a Trust, the organisation or its authorised signatory shall provide its GSTIN(As per applicability of CGST Act 2017 and as notified by the ministry of MSME [vide S.O. 1055\(E\) dated 05th March 2021](#)) and PAN along with its Aadhaar number.

I, the holder of the above Aadhaar, hereby give my consent to Ministry of MSME, Government of India, for using my Aadhaar number as allotted by UIDAI for Udyam Registration. NIC / Ministry of MSME, Government of India, have informed me that my aadhaar data will not be stored/shared. / मैं, आधार धारक, इस प्रकार उद्यम पंजीकरण के लिए यूआईडीएआई के साथ अपने आधार संख्या का उपयोग करने के लिए सू०ल०म०उ० मंत्रालय, भारत सरकार को अपनी सहमति देता हूँ। एनआईसी / सू०ल०म०उ० मंत्रालय, भारत सरकार ने मुझे सूचित किया है कि मेरा आधार डेटा संग्रहीत / साझा नहीं किया जाएगा।

**Your Aadhaar has been successfully verified. You can continue Udyam Registration process.**

### PAN verification –

#### PAN Verification

##### 3. Type of Organisation / संगठन के प्रकार

##### 4.1 PAN/ पैन

##### 4.1.1 Name of PAN Holder / पैन धारक का नाम

##### 4.1.2 DOB or DOI as per PAN / पैन के अनुसार जन्म तिथि या निगमन तिथि

I, the holder of the above PAN, hereby give my consent to Ministry of MSME, Government of India, for using my data/ information available in the Income Tax Returns filed by me, and also the same available in the GST Returns and also from other Government organizations, for MSME classification and other official purposes, in pursuance of the MSMED Act, 2006.

**PAN Validate**

Have you filed the ITR for Previous Year(PY)  
(2020-21) ITR ?

Yes  No

4.3 Do you have GSTIN ?

Yes  No  Exempted / छूट प्राप्त

**Note: If ITR has not been filed for PY (2020-21) for some reason or it has been filed in ITR-4 form, all the data below will have to be filled in on self-declaration basis.**

**In case of option (No) in respect of GSTIN, same would be verified from GSTN.**

## 5. Name of Entrepreneur as per PAN/Aadhaar (if enterprise does not have PAN)

## 6. Mobile Number / मोबाइल नंबर +91-

## 7. Email / ईमेल

## Categorization of ownership of the MSMEs on the basis of %age Share/Member/Contribution of amount

Sl. No.	Hindu Undivided Family (HUF)	Partnership (By Share)	Co-Operative (By Member)	Private Limited Company (By Share)	Public Limited Company (By Share)	Self Help Group (By Contribution)	Society (By Member)	Trust (By Contribution)
OBC	As per the category	51%	51%	51%	51%	51%	51%	51%
SC	As per the category	51%	51%	51%	51%	51%	51%	51%
ST	As per the category	51%	51%	51%	51%	51%	51%	51%
Women	if she is Karta	51%	51%	51%	51%	51%	51%	51%

In Case of proprietorship enterprise, the category of the unit would be the social category of the owner.

## 8. Social Category / सामाजिक वर्ग

General / सामान्य  SC / अनुसूचित जाति  ST / अनुसूचित जनजाति  OBC / अन्य पिछड़ा वर्ग

## 9. Gender / लिंग

Male / पुरुष  Female / स्त्री  Others / अन्य

## 10. Specially Abled(DIVYANG) / दिव्यांग

Yes / हाँ  No / नहीं

Data in field 11 will be auto filled (as received during PAN verification) but it is editable.

## 11. Name of Enterprise / उद्यम का नाम

Data in field 12 to be filled on self declaration basis.

## Plant/Unit Name / इकाई का नाम

Add Unit

## 12. Location of Plant(s)/Unit(s)

## Unit Name / इकाई का नाम

Flat/Door/Block No./फ्लैट / द्वार / ब्लॉक सं

Flat/Door/Block No.

Name of Premises/ Building / परिसर/ भवन का नाम

Name of Premises/ Building

Village/Town / ग्राम/शहर

Village/Town

Block / खंड

Block

Road/ Street/ Lane/सड़क/ मार्ग / गली

Road/ Street/ Lane

City/नगर

City

Pin/पिन

Pin

State/राज्य

Choose State/UT

District/जिला

Choose District

Add Plant

### 13. Official Address of Enterprise / कार्यालय का पता

Flat/ Door/ Block No. / फ्लैट / द्वार / ब्लॉक सं

Flat/ Door/ Block No.

Name of Premises/ Building / परिसर/ भवन का नाम

Name of Premises/ Building

Village/Town / ग्राम/शहर

Village/Town

Block / खंड

Block

Road/ Street/ Lane/सड़क/ मार्ग / गली

Road/ Street/ Lane

City/नगर

City

Pin/पिन

Pin

State / राज्य

Choose State/UT

District / जिला

Choose District

### 14. Previous EM-II/UAM Registration Number, If Any / पिछले EM-II/UAM पंजीकरण संख्या, यदि कोई है

N/A  EM-II  Previous UAM

### 15. Status of Enterprise

a. Date of Incorporation/registration

DD/MM/YYYY

b. Whether production/business commenced

Yes  No

Date of commencement

DD/MM/YYYY

### 16. Bank Details / बैंक विवरण

Bank Name / बैंक विवरण

ENTER BANK NAME

IFS Code / आईएफएस कोड

EXAMPLE:- SBIN0001624

Bank Account Number / बैंक खाता संख्या

Example:- 3047845896

### 17. Major Activity of Unit / इकाई की प्रमुख गतिविधि

Manufacturing / विनिर्माण  Services / सेवा

### 18. National Industrial Classification (NIC) Code for Activities(One or more activities can be added)

Search NIC Code in Lesser Steps (To Avoid 3 Step Selection of NIC Activities)

Search NIC Code

Manufacturing / विनिर्माण  Services / सेवा  Trading / व्यापारिक

NIC 2 Digit Code

Choose 2 Digit NIC Code

NIC 4 Digit Code

Choose 4 Digit NIC Code

NIC 5 Digit Code

Choose 5 Digit NIC Code

Add Activity

19. Number of persons employed / नियोजित व्यक्तियों की संख्या

Male / पुरुष

Female / स्त्री

Others / अन्य

Total / संपूर्ण

Example:- 20

Example:- 20

Example:- 20

Example:- 20

I hereby declare that I am fully aware of the provisions of Child & Adolescent Labour (Prohibition and Regulation) Act, 1986 and no child is employed in my enterprise. / मैं एतद्वारा घोषणा करता हूँ कि मैं बाल एवं किशोर श्रम (निषेध और विनियमन) अधिनियम, 1986 के प्रावधानों से पूरी तरह अवगत हूँ और मेरे उद्यम में कोई भी बच्चा नियोजित नहीं है।

Since you have PAN, your Written Down Value (WDV) & Total Turnover would be auto-filled from your ITR (for ITRs file in ITR-3, 5 & 6 forms) if the same has been filed for the relevant Previous Year; if it has not been filed in that particular previous year, then these boxes may be filled in on self-declaration basis. In case the ITR filed in ITR-4 form, your Total Turnover would be auto-filled but Written Down Value (WDV) would have to be filled in on self declaration basis. If you have GSTIN, you may avail of exports benefits if you have exports declared on the GSTN and it would be auto-filled. It is mandatory to fill in the 2020-21 Previous Year (PY) data for new registration, now since 2021-22 PY ITRs are yet to be filed but, for continuation change and/or classification as per Udyam Registration beyond 31.03.2023 would be effected on the basis of data from ITR of 2021-22 PY ITR.

20. Investment in Plant and Machinery OR Equipment (in Rs.)

Ref. OM dated 06/08/2020

Written Down Value (WDV) as on 31st March of the Previous Year 2020-21 (A)

Exclusion of cost of Pollution Control, Research & Development and Industrial Safety Devices during 2020-21 (To be filled in on self-declaration basis) (B)

Net Investment in Plant and Machinery OR Equipment [(A)-(B)]

Example:- 200000.00

Example:- 200000.00

Example:- 200000.00

21. Turnover (in Rs.)

Ref. OM dated 06/08/2020

Total Turnover (A) during 2021-22

Export Turnover (B) during 2021-22

Net Turnover [(A)-(B)]

Example:- 200000.00

0

Example:- 200000.00

22. Are you interested in getting registered on Government e-Market (GeM) Portal

Yes / हाँ  No / नहीं

23. Are you interested in getting registered on TReDS Portals(one or more)

Yes / हाँ  No / नहीं

24. Are you interested in getting registered on National Career Service(NCS) Portal

Yes / हाँ  No / नहीं

25. Are you interested in getting registered on NSIC B2B Portal

Yes / हाँ  No / नहीं

26. Are you interested in availing Free .IN Domain and a business email ID

Yes / हाँ  No / नहीं

27. District Industries Centre / जिला उद्योग कार्यालय

Choose DIC

I hereby declare that information given above are true to the best of my knowledge. For any information, that may be required to be verified, proof/evidence shall be produced immediately before the concerned authority. / मैं एतद्वारा घोषणा करता हूँ कि उपर्युक्त सूचना मेरी जानकारी में सही है। कोई सूचना जिसको सत्यापित किया जाना अपेक्षित हो, उसे संबंधित प्राधिकारी के समक्ष तत्काल उपलब्ध कराया जाएगा।

Submit & Get Final OTP