



## **ANVM Business Solutions Private Limited**

1220 12th Floor Ithum Tower-B, A-40 Sector-62 Noida-201 309 UP

**CIN-U69200UP2024PTC201564**

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### **EPF- PROVIDED FUND REGISTRATION IN INDIA**

Registration with EPFO is mandatory for all establishments that have 20 or more employees. It is a legal requirement under the Employees' Provident Fund and Miscellaneous Provisions Act 1952. You risk fines and other legal repercussions if you don't follow this regulation.

### **STEPS OF PROCEDURE FOR EPFO REGISTRATION**

1. The first step is to visit the EPFO's unified portal and Click on the "Establishment Registration" link from the "Establishment" section
2. The next step is to select the type of establishment, such as a company, partnership firm, or sole proprietorship. Provide details such as the name of the establishment, address, and contact details.
3. The next step is to create a user ID and password for the establishment. This will be used to log in to the portal and complete the registration process.
4. The next step is to submit the required documents, such as the PAN card, Aadhaar card, bank account details, and details of the establishment's directors or partners.
5. Once all the required documents have been submitted, the portal will generate a registration form. The form must be signed and submitted to the EPFO along with a copy of the establishment's PAN card.
6. Once the EPFO receives the registration form and verifies the details, it will issue a unique PF code for the establishment

### **Documents Required: -**

- PAN Card/Aadhar/Address Proof-Prop/Partner/Director/Firm/Co.
- Digital Signature of Authorized Signatory
- Board Resolution/MOA/AOA/Partnership Deed/Other Registration Certificates / List of Employees with salary

### **Professional Charges: - As per Request.**

### **Bank Details of Transfer of Payment: -**

**HDFC Bank limited- Branch B222-223 Sector-16 Noida-201301Current Account No: 502000959749777 IFSC Code: - HDFC0001351**