



Checklist for **Import Registration Certificate (IRC)**

This checklist is for prepared to assess the requirements of the client.

Sl.	Documents
1	Trade License
2	Membership Certificate from Association (Applicable)
3	Main copy of Treasury challan. Head Number (1-1731-0001-1801)
4	For Partnership Business- Partnership Deed
5	For Limited Company- Certificate of Incorporation, MOA/AOA
6	Tax Clearance Certificate (Up-to-date)
7	NID (National ID Card)
8	Bank Solvency Certificate

Note: Deposit schedule fees at Bangladesh Bank or designated branches of Sonali Bank Fees should be deposits under the head number: 1-1731-0001-1801

**All Documents will be attested by (1st Class Gazetted Officer or Ward Councillor)