

# HOW TO APPLY?

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To apply for a Limited Liability Partnership (LLP) in India, follow these steps:

Steps to Apply for LLP Registration:

1. **Choose a Unique Name:**
2. Select a unique name for your LLP that complies with the LLP naming guidelines.
3. **Obtain Digital Signature Certificate (DSC):**
4. Get a DSC for the designated partners of the LLP. This is required for signing the application electronically.
5. **Obtain Director Identification Number (DIN):**
6. Apply for a DIN for all the designated partners. This can be done through the Ministry of Corporate Affairs (MCA) portal.
7. **Prepare Required Documents:**
  - **Identity Proof:** Aadhar card, PAN card, or passport of all partners.
  - **Address Proof:** Utility bills, bank statements, or lease agreements.
  - **Partnership Agreement:** Draft a partnership agreement outlining the terms of the LLP.
8. **Fill Out the LLP Registration Form:**
9. Complete Form FiLLiP (Form for incorporation of Limited Liability Partnership) on the MCA portal.
10. **Submit the Application:**
11. Submit the filled form along with the required documents to the Registrar of Companies (ROC) through the MCA portal.
12. **Pay the Registration Fees:**
13. Payment for registration can be made online as per the prescribed fee structure.
14. **Obtain the Certificate of Incorporation:**
15. After processing, you will receive the Certificate of Incorporation for your LLP, which serves as proof of registration.

Additional Tips:

- **Check for Name Availability:** Ensure your chosen LLP name is not already in use.
- **Draft a Comprehensive Partnership Agreement:** This document is crucial for defining the roles and responsibilities of partners.

- **Maintain Compliance:** After registration, ensure compliance with annual filing requirements and other regulations.

Helpful Links:

- [Ministry of Corporate Affairs](#)

This process will help you successfully register your LLP.