

# Annexure to Professional Tax Registration Certificate

[As per Rule \_\_\_\_ of the Professional Tax Rules]

Government of [State Name]  
Commercial Taxes Department

## 1. Employer Details

**Name of Employer / Organization:**

\_\_\_\_\_

**Address:**

\_\_\_\_\_

**Registration Certificate No.:**

\_\_\_\_\_

**Date of Issue:**

\_\_\_\_\_

**Nature of Business:**

\_\_\_\_\_

## 2. List of Responsible Persons

Sr. No.	Name	Designation	Mobile / Contact No.	Email Address
1.				
2.				

## 3. Employee Strength

**Total Number of Employees:**

\_\_\_\_\_

**Location(s) Covered:**

\_\_\_\_\_

## 4. Declaration

I/We hereby declare that the information provided above is true and correct to the best of my/our knowledge and belief.

\_\_\_\_\_  
Signature & Seal of Employer  
Date: \_\_\_\_\_

## Important Notes

- This annexure should be retained along with the Professional Tax Registration Certificate.
- Any changes in the above particulars must be notified to the tax authorities immediately.
- Providing false or incorrect information is liable for penalties under the Professional Tax Act.
- This document is subject to periodic verification by the concerned authorities.
- Employers must deduct and deposit professional tax as per applicable laws.

