

**CHECKLIST OF DOCUMENTS**  
**TO BE ATTACHED WITH THE APPLICATION FORM**

If an applicant meets the eligibility criteria, they may apply for membership by sending the following to the NASSCOM Secretariat:

- **Membership Application Form** completed in all respects, duly signed and stamped.
- **Brief company profile** on the company letterhead / printed corporate brochure.
- An attested copy of **Memorandum and Articles of Association** to be provided in case of companies (including the copy of certificate of Incorporation).
- An attested copy of **Full Balance Sheet** of the last financial year. Start-up companies are required to attach a copy of their Project Report / Business Plan.
- **Certificate of Turnover:** Certificate signed by the Company Auditor or Chief Executive Officer (CEO) of the applicant or equivalent, stating their gross turnover from IT-BPO in the last financial year (Start-ups may give projections for the current financial year).
- **Necessary remittances**, which includes:
  - one-time admission fees of Rs. 5,000/-
  - annual membership subscription (see Subscription Fee chart)