विश्वासातून विकास

DĀTĀ दाता

The Office of Charity Commissioner
धर्मादाय आयुक्तालय, महाराष्ट्र राज्य

सत्यमेव जयते

Digital Administration for Transparency and Accountability

दाता : पारदर्शकता आणि बांधिलकीसाठी संगणकीकृत प्रशासन

GUIDELINES FOR ONLINE SUBMISSION OF APPLICATION UNDER SECTION 41 C AND OBTAINING PERMISSION FOR COLLECTION OF DONATIONS.

Introduction

Welcome to Charity Organization website. Now we will understand the procedure for online submission of application under Section 41 C.

Caution

While submitting the application for Event 41 C, your Mandal's name shall not be identical with the name of any Country or any State or resembled with any body constituted by the Government or any local authority or which is prohibited under Emblems and Names (Prevention of Improper Use) Act, 1950 such as India / Maharashtra Education Society / Corruption eradication / Human Rights Committee.

Office of the Charity Commissioner
Government of Maharashtra

Fill every necessary information in the boxes displayed on the screen for New User Registration.

Register Citizen

Name	Local Name
Mobile Number	Email
User Name	
Password	Confirm Password
(e.g Abcd@1234)	
Gender	Date of Birth
Building Name Or Office Name	
Street Name	
LandMark	
Pin	District
Taluka	Village

Please Enter Correct Code.

4NOMR

Generate New Image

Type the code from the image

Only Trustee, Society member or Event Mandal Member to register as a user and fill the form for their Trust/Society/Event

Login

Register   Clear

Office of the Charity Commissioner Government of Maharashtra

For Security reason, type figure, number seen on the screen, as it is.

Register Citizen

Name	Anil	Local Name	अनिल
Mobile Number	8422924533	Email	anil_kadam2005@yahoo.co.in
User Name	Anil		
Password	••••••••••••••••••	Confirm Password	••••••••••••••••••
	(e.g Abcd@1234)		
Gender	Male ▾	Date of Birth	09/12/1978
Building Name Or Office Name	Parth Knowledge Network Pvt. Ltd.		पार्थ नॉलेज नेटवर्क प्राइवेट लिमिटेड
Street Name	Sector 17		सेक्टर 17
LandMark	Near Visava		विसवाच्या जवळ
Pin	400708	District	Mumbai ▾
Taluka	Mumbai ▾	Village	Mumbai ▾

Please Enter Correct Code.

M5XF1

Generate New Image

M5XF1

Type the code from the image

Only Trustee, Society member or Event Mandal Member to register as a user and fill the form for their Trust/Society/Event

Login

Register   Clear

Register Citizen

Click on "Register" button.

Name	Anil
Mobile Number	8422924533
User Name	Anil
Password	••••••••••••••••••••
	(e.g Abcd@1234)
Gender	Male
Building Name Or Office Name	Parth Knowledge Network Pvt. Ltd.
Street Name	Sector 17
LandMark	Near Visava
Pin	400708
Taluka	Mumbai

Local Name	अनिल
Email	anil_kadam2005@yahoo.co.in
Confirm Password	••••••••••••••••••••
Date of Birth	09/12/1978
	पार्थ नॉलेज नेटवर्क प्राइवेट लिमिटेड
	सेक्टर 17
	विसाव्या जवळ
District	Mumbai
Village	Mumbai

Please Enter Correct Code.

M5XF1

Generate New Image

M5XF1

Type the code from the image

Only Trustee, Society member or Event Mandal Member to register as a user and fill the form for their Trust/Society/Event

Login

Register   Clear

Your form will be registered and you will get the respective message.

Data has been saved successfully

Name

Local Name

Mobile Number

Email

User Name

Password

Confirm Password

(e.g Abcd@1234)

Gender | Select

Date of Birth

Building Name Or Office Name

Street Name

LandMark

Pin

District | Select

Taluka | Select

Village | Select

Generate New Image

Type the code from the image

Only Trustee, Society member or Event Mandal Member to register as a user and fill the form for their Trust/Society/Event

Login

Register   Clear

Register Citizen

Now click on "login".

Data has been saved successfully

Name		Local Name
Mobile Number		Email
User Name		
Password		Confirm Password
(e.g Abcd@1234)		
Gender	Select	Date of Birth
Building Name Or Office Name		
Street Name		
LandMark		
Pin		District	Select
Taluka	Select	Village	Select

SDRBM

Generate New Image

Type the code from the image

Only Trustee, Society member or Event Mandal Member to register as a user and fill the form for their Trust/Society/Event

Login

Register   Clear

Office of the Charity Commissioner
Government of Maharashtra

Now click on "Login".

Login

Anil

••••••••••••••

Please Enter Correct Code.

H2QXM

Generate New Image

H2QXM

Type the code from the image

Forgot Password ? | Register User   Login   Clear

Office of the Charity Commissioner
Government of Maharashtra

The Office Of Charity Commissioner
Maharashtra State

Search the site...

FAQ | Site Map | Contact Us | Change Password

Register Trust | Data Entry | RTI | Schedule VIIA | File A Application Scheme Change | Apply Certified True Copy | File An Appeal Request | Trust Accounts | Society | LOGOUT

Event | Take An Objection | Schedule-I Register Report | Trust Update | Search Schedule-I Data | Schedule-I Data Entry

Now you are on your

Home Page.

My Applications

| Register Trust | Register A Society | Register An Event (41C) | File A Change Report | Request CertifiedCopy | Pay Your Fees | Submit Your Accounts | File A Complaint |

Service Request Number

Application Type   Select

Application Date

Trust Name

SEARCH

Service Request Number	Application Type	Trust Name	Application Date	Status

◄ 1 ►   10 ▼

Directions for obtaining permission under Event (41C)

1. Applicant shall register an application online.

2. Before starting for registration, keep the necessary documents with you and scan and save them on desktop. For list of documents click "Preliminary Procedure".

3. Those documents shall be 150 DPI in size and in black and white.

4. After login, click on "Register An Event (41 C)", fill the form properly.

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Register Trust | Data Entry | RTI | Schedule VIIA | File A Application Scheme Change | Apply Certified True Copy | File An Appeal Request | Trust Accounts | Society | Event | LOGOUT

Take An Objection | Schedule-I Register Report | Trust Update | Search Schedule-I Data | Schedule-I Data Entry

Fill every necessary information in the form displayed on the screen. It is mandatory to fill the information in the box where star sign is there.

Event

Field	Input
PTR Office	Select
Name of Organization *	
Organization Name InLocal	
Building Name Or Office Name	
Street Name	
LandMark	
Pin	
District	Select
Taluka	Select
Village	Select
Type of Event *	Select
Event SubType *	
Place of Event	
Duration of Event *	
Year of establishment of event *	
Is it recurring event? *	Select

Now click on "ADD MOVABLE PROPERTY".

Movable Property Details

ADD MOVABLE PROPERTY

Immovable Property Details

ADD IMMOVABLE PROPERTY

Average Gross Annual Income

From Movable Property

From Immovable Property

Total Gross Income
(Movable
Property+Immovable
Property)

Mode of Succession

Mode of Succession *

Minimum No. of Members *

Maximum No. of Members *

Tenure of Members *

Fill every necessary information regarding **movable property**, in the form displayed on the screen. It is mandatory to fill information in the box where star sign is there.

Street Name

LandMark

Pin

Taluka   Select

Type of Event *   Select

Place of Event

Year of establishment of event
*

Add Movable Property Details   ✕

Property Details *

Estimated Value (in INR) *

Purchase Date *   🗓

SUBMIT   Close

Movable Property Details

ADD MOVABLE PROPERTY

Immovable Property Details

ADD IMMOVABLE PROPERTY

Average Gross Annual Income

From Movable Property   From Immovable Property

Total Gross Income
(Movable

After filling information,

click on "SUBMIT".

Street Name

LandMark

Pin

Taluka   Select

Type of Event *   Select

Place of Event

Year of establishment of
event
*

Movable Property Details

ADD MOVABLE PROPERTY

Immovable Property Details

ADD IMMOVABLE PROPERTY

Average Gross Annual Income

From Movable Property   From Immovable Property

Total Gross Income
(Movable

Add Movable Property Details   ×

Property Details *

Estimated Value (in INR) *

Purchase Date *

SUBMIT   Close

If your Mandal has any Immovable property, click on "ADD IMMOVABLE PROPERTY". If not, don't Click.

Movable Property Details

ADD MOVABLE PROPERTY

Immovable Property Details

ADD IMMOVABLE PROPERTY

Average Gross Annual Income

From Movable Property

From Immovable Property

Total Gross Income (Movable Property+Immovable Property)

Mode of Succession

Mode of Succession *

Minimum No. of Members *

Maximum No. of Members *

Tenure of Members *

Fill every necessary information regarding **immovable property**, in the form displayed on the screen. It is mandatory to fill information in the box where star sign is there.

Movable Property Details

Sr.No	Property Details	Estimated Value	Purchase Date		
1	Bike	70000	08/06/2017	Edit	Delete

◄ 1 ► 10 ▼

ADD MOVABLE PROPERTY

Add Immovable Property ✕

Town/Village *

C.S./Municipal/ Survey No *

Area *

Assessment/Judi *

Tenure/Nature *

Estimated Value (in INR) *

SAVE   Close

Average annual expenditure

On remuneration to trustees and manager *

On establishment and staff *

On religious objects *

On charitable objects *

On miscellaneous items *

Total Annual Expenditure

After filling information,

click on "SAVE".

Movable Property Details

Sr.No	Property Details	Estimated Value	Purchase Date		
1	Bike	70000	08/06/2017	Edit	Delete

◄ 1 ►   10 ▾

ADD MOVABLE PROPERTY

Imm...

ADD...

Inco...

Add Immovable Property   ✕

Town/Village * [   ]   C.S./Municipal/   [   ]
                                           Survey No
                                                 *

Area *   [   ]   Assessment/Judi   [   ]
                                                 *

Tenure/Nature * [   ]   Estimated Value   [   ]
                                           (in INR)
                                                 *

SAVE   Close

Aver...

From...

Average annual expenditure

On remuneration to   [   ]   On establishment and   [   ]
trustees and manager   staff
        *   *

On religious objects * [   ]   On charitable objects * [   ]

On miscellaneous items   Total Annual Expenditure

If your Mandal has any **movable** or **immovable** **property**, then fill information regarding **Sources of income, Annual income. If not, then put 0.**

Average Gross Annual Income

From Movable Property

From Immovable Property

Total Gross Income
(Movable
Property+Immovable
Property)

Mode of Succession

Mode of Succession *

Minimum No. of Members *

Maximum No. of Members *

Tenure of Members *

Was an account details of previous year submitted? *

Select ▼

Estimated amount of collection for current year *

Estimated amount of expenditure for current year *

If there is a provision for Mode of Succession in your sub-rules, then mention it, otherwise type 'Not Applicable'.

Average Gross Annual Income

From Movable Property [   ]   From Immovable Property [   ]

Total Gross Income (Movable Property+Immovable Property) [   ]

Mode of Succession

Mode of Succession * [   ]   Minimum No. of Members * [   ]

Maximum No. of Members * [   ]   Tenure of Members * [   ]

Was an account details of previous year submitted? * [Select ▾]   Estimated amount of collection for current year [   ]

Estimated amount of expenditure for current year * [   ]

Also mention the Minimum and Maximum number.

Average Gross Annual Income

From Movable Property

From Immovable Property

Total Gross Income (Movable Property+Immovable Property)

Mode of Succession

Mode of Succession *

Minimum No. of Members *

Maximum No. of Members *

Tenure of Members *

Was an account details of previous year submitted? *

Select ▼

Estimated amount of collection for current year

Estimated amount of expenditure for current year *

Fill every necessary information regarding **Accounts**, in the form displayed on the screen. It is mandatory to fill information in the box where star sign is there**.**

Average Gross Annual Income

| From Movable Property | | From Immovable Property | |

Total Gross Income (Movable Property+Immovable Property)

Mode of Succession

Mode of Succession *

Minimum No. of Members *

Maximum No. of Members *

Tenure of Members *

Was an account details of previous year submitted? * | Select ▼ |

Estimated amount of collection for current year *

Estimated amount of expenditure for current year *

Fill every necessary information regarding **Receipt Book**, in the form displayed on the screen. It is mandatory to fill information in the box where star sign is there**.**

Receipt book details

No. of printed receipt books *	
No. of receipts per book *	
Is receipt register maintained? *	Select ▼
Is serial numbers printed on receipts and receipt book? *	Select ▼
If signature of donation collectors taken during distribution of receipt book? *	Select ▼

Details of Treasurer

Name *	
Name In Local	
Building Name Or Office Name	
Street Name	
LandMark	
Pin	
District	Select ▼
Taluka	Select ▼
Village	Select ▼

Fill every necessary information regarding **Treasurer**, in the form displayed on the screen. It is mandatory to fill information in the box where star sign is there**.**

Receipt book details

No. of printed receipt books *	
No. of receipts per book *	
Is receipt register maintained? *	Select ▼
Is serial numbers printed on receipts and receipt book? *	Select ▼
If signature of donation collectors taken during distribution of receipt book? *	Select ▼

Details of Treasurer

Name *		Name In Local	
Building Name Or Office Name			
Street Name			
LandMark			
Pin		District	Select ▼
Taluka	Select ▼	Village	Select ▼

Fill every necessary information regarding **Internal Auditor**, in the form displayed on the screen. It is mandatory to fill information in the box where star sign is there.

Details of Internal auditor

Name *

Name In Local

Qualification *

Auditor Licenses

If collection is already started, amount collected *

Is organization having Bank / Post account? *

Select ▾

Now fill information for Event (41 C) means select the proper option before the questions from Sr. No. 1 to 10.

Scrutiny

1) Whether the particulars stated in the application are correct? [Select ▾]

2) Whether supporting documents attached are as per the requirements? [Select ▾]

3) Whether the member details are mentioned? [Select ▾]

4) Whether recommendation letter available? [Select ▾]

5) Whether last year's accounts submitted? [Select ▾]

6) Is NOC for event venue available? [Select ▾]

7) Is organization registered under public trust? [Select ▾]

8) Have you already applied for trust registration? [Select ▾]

9) Whether organization had applied for permission previously? [Select ▾]

10) Whether permission letter was issued earlier? [Select ▾]

11) What is the height/layers of Human pyramid? [   ]

Now fill correct information for question at Sr. No. 11. If said question is not applicable, then just enter 0.

Scrutiny

1) Whether the particulars stated in the application are correct?   [Select ▾]

2) Whether supporting documents attached are as per the requirements?   [Select ▾]

3) Whether the member details are mentioned?   [Select ▾]

4) Whether recommendation letter available?   [Select ▾]

5) Whether last year's accounts submitted?   [Select ▾]

6) Is NOC for event venue available?   [Select ▾]

7) Is organization registered under public trust?   [Select ▾]

8) Have you already applied for trust registration?   [Select ▾]

9) Whether organization had applied for permission previously?   [Select ▾]

10) Whether permission letter was issued earlier?   [Select ▾]

11) What is the height/layers of Human pyramid?   [   ]

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Government of Maharashtra

Fill every necessary information regarding **previous permission**, in the form displayed on the screen.

Details of previous year permission letter

Permission letter No

Permission letter Date

Has organization taken any loan?   Select ▾

Is organization registered under Public Trust Act 1950?   Select ▾

Organization Registration Number?

Names of Members

Sr No	Name of the Member	Date of Birth	Gender	Occupation	Mobile No	Email Id	Aadhar No	Pan	Nationality	
1	HARISH	13/08/1996	Male		7083005927	harishdabhade5@gmail.com				Edit

◄ 1 ► 10 ▾

ADD MEMBER

Remarks

Screen will display name of the Applicant and other details.

Details of previous year permission letter

Permission letter No		Permission letter Date	

Has organization taken any loan? **Select** ▼

Is organization registered under Public Trust Act 1950? **Select** ▼

Organization Registration Number?

Names of Members

Sr No	Name of the Member	Date of Birth	Gender	Occupation	Mobile No	Email Id	Aadhar No	Pan	Nationality	
1	HARISH	13/08/1996	Male		7083005927	harishdabhade5@gmail.com				Edit

◀ **1** ▶ 10 ▼

ADD MEMBER

Remarks

Click on "Edit" for filling the remaining information such as Aadhar Card Number, Pan Card Number.

Details of previous year permission letter

Permission letter No

Permission letter Date

Has organization taken any loan?   Select

Is organization registered under Public Trust Act 1950?   Select

Organization Registration Number?

Names of Members

Sr No	Name of the Member	Date of Birth	Gender	Occupation	Mobile No	Email Id	Aadhar No	Pan	Nationality	
1	HARISH	13/08/1996	Male		7083005927	harishdabhade5@gmail.com				Edit

◄ 1 ►   10 ▼

ADD MEMBER

Remarks

Fill every necessary remaining information of the Applicant , in the form displayed on the screen.

It is mandatory to fill information in the box where star sign is there.

Pin

Add Member ✕

CHECK NAME

Trustee/Trus

Sr.No | Name of

1 | sunny

◀ 1 ▶

ADD TRUSTE

Mode of Su

Mode of Su

Maximum No

Street Name

LandMark

Pin

State | Maharashtra ▼ | District | Select ▼

Taluka | Select ▼ | Village | Select ▼

Mobile No * | Email Id *

PAN No * | Nationality *

Aadhar No * | Date Of Admission *

SAVE | Close

Nationality

Edit

☐ For Life

Objects of the Trust ☐ Charitable/Welfare | Particular of Documents ☐ Constitution of Society
☐ Educational | creating Trust ☐ Decree
☐ Medical | ☐ Indenture
☐ Old Age Homes | ☐ Scheme
☐ Orphanage | ☐ Trust Deed
☐ Religious | ☐ Will
☐ Social Service | ☐ Others

Now click on "ADD MEMBER", for filling the Names of Members and their other information.

Details of previous year permission letter

| Permission letter No | | Permission letter Date | |

Has organization taken any loan?   Select ▼

Is organization registered under Public Trust Act 1950?   Select ▼

Organization Registration Number?

Names of Members

Sr No	Name of the Member	Date of Birth	Gender	Occupation	Mobile No	Email Id	Aadhar No	Pan	Nationality
1	HARISH	13/08/1996	Male		7083005927	harishdabhade5@gmail.com			Edit

◀ 1 ▶ 10 ▼

ADD MEMBER

Remarks

Fill every necessary information of Members, in the form displayed on the screen. It is mandatory to fill information in the box where star sign is there.

Pin

CHECK NAME

Trustee/Trus

Sr.No   Name of t

1   sunny

ADD TRUSTEE

Mode of Suc

Mode of Suc

Maximum No o

Add Member   ×

Name of the Trustee *

Gender *   Select

Occupation   Select

Building Name Or Office Name

Street Name

LandMark

Pin

State   Maharashtra

Taluka   Select

Local Trustee Name

Date of Birth *

Designation *   Select

District   Select

Village   Select

tionality

Edit

☐ For Life

Objects of the Trust ☐ Charitable/Welfare
                      ☐ Educational
                      ☐ Medical
                      ☐ Old Age Homes
                      ☐ Orphanage
                      ☐ Religious
                      ☐ Social Service

Particular of Documents ☐ Constitution of Society
creating Trust   ☐ Decree
                         ☐ Indenture
                         ☐ Scheme
                         ☐ Trust Deed
                         ☐ Will
                         ☐ Others

Fill every necessary remaining information of Members, in the form displayed on the screen. It is mandatory to fill information in the box where star sign is there.

Office of the Charity Commissioner Government of Maharashtra

Add Member

Street Name

LandMark

Pin

State Maharashtra   District Select

Taluka Select   Village Select

Mobile No *   Email Id *

PAN No *   Nationality *

Aadhar No *   Date Of Admission *

SAVE   Close

CHECK NAME

Trustee/Tru

Sr.No   Name of   Nationality

1   sunny   Edit

◄ 1 ►

ADD TRUSTE

Mode of Su

Mode of Su

Maximum No

☐ For Life

Objects of the Trust ☐ Charitable/Welfare   Particular of Documents ☐ Constitution of Society
                      ☐ Educational   creating Trust   ☐ Decree
                      ☐ Medical   ☐ Indenture
                      ☐ Old Age Homes   ☐ Scheme
                      ☐ Orphanage   ☐ Trust Deed
                      ☐ Religious   ☐ Will
                      ☐ Social Service   ☐ Others

Now click on "SAVE".

Pin

Add Member ✕

Street Name

LandMark

Pin

State | Maharashtra ▼   District | Select ▼

Taluka | Select ▼   Village | Select ▼

Mobile No *   Email Id *

PAN No *   Nationality *

Aadhar No *   Date Of Admission*

CHECK NAME

Trustee/Trust

Sr.No   Name of t   Nationality

1   sunny   Edit

◄ 1 ►

ADD TRUSTEE

Mode of Suc

Mode of Suc

Maximum No of

SAVE   Close

☐ For Life

Objects of the Trust   ☐ Charitable/Welfare   Particular of Documents   ☐ Constitution of Society
                       ☐ Educational   creating Trust   ☐ Decree
                       ☐ Medical   ☐ Indenture
                       ☐ Old Age Homes   ☐ Scheme
                       ☐ Orphanage   ☐ Trust Deed
                       ☐ Religious   ☐ Will
                       ☐ Social Service   ☐ Others

If any remarks are there regarding Event (41 C), then type them in "Remarks" box.

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Government of Maharashtra

Details of previous year permission letter

Permission letter No

Permission letter Date

Has organization taken any loan?   Select

Is organization registered under Public Trust Act 1950?   Select

Organization Registration Number?

Names of Members

Sr No	Name of the Member	Date of Birth	Gender	Occupation	Mobile No	Email Id	Aadhar No	Pan	Nationality	
1	HARISH	13/08/1996	Male		7083005927	harishdabhade5@gmail.com				Edit

◄ 1 ►   10 ▼

ADD MEMBER

Remarks

If there are no remarks regarding Event (41 C), then type "No Remarks" in "Remarks" box.

Details of previous year permission letter

Permission letter No		Permission letter Date	

Has organization taken any loan?   Select ▼

Is organization registered under Public Trust Act 1950?   Select ▼

Organization Registration Number?

Names of Members

Sr No	Name of the Member	Date of Birth	Gender	Occupation	Mobile No	Email Id	Aadhar No	Pan	Nationality	
1	HARISH	13/08/1996	Male		7083005927	harishdabhade5@gmail.com				Edit

◄ 1 ► 10 ▼

ADD MEMBER

Remarks

Upload following documents.

1. "Previous year account details".

2. "Last year's permission letter".

3. "Recommendation letter".

4. "NOC" (no objection certificate for address).

5. "Any Other Document".

Note:-(File name should be simple. Two dots, special characters except (space, "-" & "_") are not allowed. File size above 1MB is not allowed.)

Sr.No	Document List	Upload Document List
1	Previous year account details	Choose File No file chosen
2	Last year's permission letter	Choose File No file chosen
3	Recommendation letter	Choose File No file chosen
4	NOC	Choose File No file chosen
5	Any Other Document	Choose File No file chosen

SUBMIT   CLEAR

Office of the Charity Commissioner
Government of Maharashtra

After uploading all

necessary documents,

click on "SUBMIT".

Note:-(File name should be simple. Two dots, special characters except (space, "-" & "_") are not allowed. File size above 1MB is not allowed.)

Sr.No	Document List	Upload Document List
1	Previous year account details	Choose File No file chosen
2	Last year's permission letter	Choose File No file chosen
3	Recommendation letter	Choose File No file chosen
4	NOC	Choose File No file chosen
5	Any Other Document	Choose File No file chosen

SUBMIT   CLEAR

. In this way, after submitting online application under Section 41 C, you will get Service Request Number.

मराठी | A- | A | A+ | A++

Welcome SACHIN NAVLE

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Maharashtra State

Search the site...

FAQ | Site Map | Contact Us | Change Password

Register Trust | Data Entry | RTI | Schedule VIIA | File A Application Scheme Change | Apply Certified True Copy | File An Appeal Request | Trust Accounts | Society | Event | LOGOUT

Take An Objection | Schedule-I Register Report | Trust Update | Search Schedule-I Data | Schedule-I Data Entry

Data has been saved successfully Service Request Number Is GBR/00008/41C/17

Event

PTR Office	Select
Name of Organization *		Organization Name InLocal	
Building Name Or Office Name			
Street Name			

NOTE

.You will be kept posted regarding stages of your online submitted application under Section 41 C , such as inward, scrutiny, through sms and e-mail.

You will get Permission Letter for collection of donations on your registered mail id.

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Government of Maharashtra

THANKS