

दाताः पारदर्शकता आणि बांधिलकीसाठी संगणकीकृत प्रशासन



# GUIDELINES FOR ONLINE SUBMISSION OF TRUST'S ACCOUNTS



Office of the Charity Commissioner Government of Maharashtra



Introduction

Welcome to Charity Organisation website. Now we will understand the procedure for online submission of Trust's Accounts.



**Types of Trust's Accounts.** 

## There are 2 types of Trusts.

- 1. Trusts whose annual income is above Rs.5000/-
- 2. Trusts whose annual income is below Rs.5000/-



## Above Rs. 5000/-

Now we will understand the procedure for online submission of Trust's Accounts whose annual income is Above Rs. 5000/-



### **Directions for online submission of trust accounts**

- Before starting for online submission of trust accounts, keep the necessary documents with you and scan and save them on desktop. For list of documents click preliminary procedure.
   Those documents shall be 150 DPI in size and in black and white.
- 3. Size of each scanned document shall not be more than 1 MB.



# charity.maharashtra.gov.in

Firstly, move on to the charity organisation website charity.maharashtra.gov.in





### The Office Of Charity Commissioner Maharashtra State

About Us V

Shri Devendra Fadnavis

Hon'ble Chief Minister

Home



# Click on "SUBMIT YOUR TRUST ACCOUNTS"



After clicking on " SUBMIT YOUR TRUST ACCOUNTS", this window will get opened.

The Office Of Charity Commissioner Maharashtra State

Trust Accounts				0
PTR Office	Select	Ŧ		
Trust Number			Trust Name	
Trustee Name			Trust Address	
Society Number			Society Name	
SEARCH ADD TRUST				

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t (022)8-123-1234 e: info@charitycommissioner.co

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Office of the Charity Commissioner Government of Maharashtra

Select the District of the Public Trusts Registration Office where your Trust is registered.

	The Office Of Charity Commissioner Maharashtra State
Trust Accoun	ts

-	Trust Name	
	Trust Address	
	Society Name	
- 11		

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PTR Office

Trust Number

Trustee Name

Society Number

SEARCH

ADD TRUST

Select Select

Akola Amravati

Ahmednagar

Aurangabad Beed

Bhandara Buldhana Chandrapur

Gadchiroli Gondia

Greater Mumbai Region

Dhule

Hingoli Jalgaon Jalna Kolhapur Latur Nagpur Nanded

t: (022)8-123-1234 e: info@charitycommissioner.co

LOGIN

0



Office of the Charity Commissioner Government of Maharashtra

Type your Trust's **Registration Number or** Name and click on "SEARCH". If your Trust's information is already on the website, then it's name will appear in the following list.



TrustNumber	TrustName	Society Number	Society Name	Trustee Name	TrustAddress
A-0000034(GBR)	Happy Udan				occ, anni besant, rbi, Mumbai, Mumbai, Mumbai - Trust Account 400018.
A-0466556(GBR)	Afreen				occ, anni besant, Rbi, Mumbai, Mumbai, Mumbai - Trust Account 400018.
A-0078525(GBR)	SELF MOTIVATION				OCC, ANNI BESANT, RBI, Mumbai, Mumbai, Mumbai - Trust Account 400018.

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Office of the Charity Commissioner Government of Maharashtra

If your trust's name is not found, then click on "ADD TRUST".

(NHO)	Office Of Charit arashtra State	y Commissione	
Trust Accounts PTR Office	Select		

Trust Name	
Trust Address	
Society Name	

4. The Office of	Charity Commissi	

Trust Number Trustee Name Society Number

ADD TRUST

SEARCH

LOGIN

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Now fill your Trust's details such as Trust's name, Trust's Pan Number, Trust's FCRA Registration number. FCRA means Foreign **Contribution Regulation** Act. If you have registered under this Act, your Trust can accept donations from foreign people or foreign organisations.

Building Name Or Office

Name

Street Name

LandMark

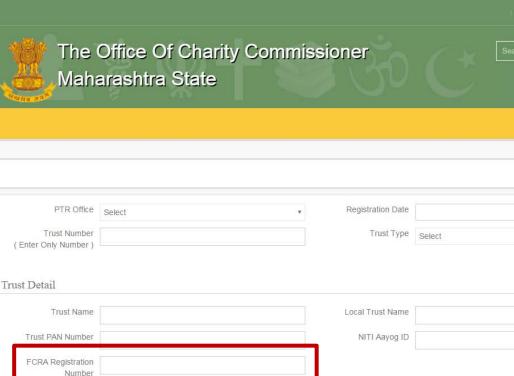
Pin

State

Taluka

Maharashtra

Select



	Local Trust Name		
	NITI Aayog ID		
	in ayog ib		
	District		
*	District	Select	Ŧ
•	Village	Select	*

LOGIN

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Fill Niti Aayog **Registration number** also. If you have registered under Niti Aayog, you are eligible for Government Assistance / Aid/ Grant. For more information, kindly visit "Niti Darpan" website. Fill all other details. Hence, in this way Trust's details can be submitted.

Building



					_
ist PAN Number			NITI Aayog ID		
RA Registration					
Name Or Office Name					
Street Name					
LandMark					
Pin					
State	Maharashtra	٠	District	Select	۳
Taluka	Select	×	Village	Select	



Fill every necessary information in the boxes displayed on the screen.

Maharashtra •	District	Select
Select	Village	Select
	4	
ail		
	Contact Name/Nodal Officer/Rugnamitra	
Maharashtra •	District	Select
Select •	Village	Select
	Email Id	
ect Code.		
	Select     Select    Maharashtra   Select	Select     •       Select     •       village       Contact Name/Nodal       Officer/Rugnamitra       Officer/Rugnamitra       Maharashtra       Select       village       Email Id



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

LandMark			
Pin			
State	Maharashtra	District	Select
Taluka	Select	, Village	Select
Communication Deta	il		
Contact Name/Nodal Officer/Rugnamitra		Contact Name/Nodal Officer/Rugnamitra	
Building Name Or Office Name			
Street Name			
LandMark			
Pin			
State	Maharashtra	, District	Select
Taluka	Select	, Village	Select
Mobile No		Email Id	
Please Enter Corre 900000 Generate New Ima Type the code from	BŢ.		



Click on "SUBMIT" button.

LandMark			
Pin			
State	Maharashtra •	District	Select •
Taluka	Select	Village	Select •
Communication Deta	il		
Contact Name/Nodal		Contact Name/Nodal	
Officer/Rugnamitra		Officer/Rugnamitra	
Building Name Or Office Name			
Street Name			
LandMark			
Pin			
State	Maharashtra *	District	Select
Taluka	Select	Village	Select •
Mobile No		Email Id	
Please Enter Corre 900001 Generate New Ima Type the code from	BJ ge		



# charity.maharashtra.gov.in

Then, move on to the Charity organisation website charity.maharashtra.gov.in





### The Office Of Charity Commissioner Maharashtra State

About Us V

Shri Devendra Fadnavis

Hon'ble Chief Minister

Home



# Click on "SUBMIT YOUR TRUST ACCOUNTS"



This window will get opened.



				LOGIN
Trust Accounts				0
PTR Office	Select	×		
Trust Number			Trust Name	
Trustee Name			Trust Address	
Society Number			Society Name	
SEARCH ADD TRUST				
	-			
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Select the District of the Public Trusts Registration Office where your Trust is registered.



Nanded

Trust Accounts 0 PTR Office Select Trust Number Select me Ahmednagar Trustee Name Akola Amravati Society Number ame Aurangabad Beed ADD TRUST SEARCH Bhandara Buldhana Chandrapur Dhule Gadchiroli Gondia Greater Mumbai Region Hingoli Jalgaon Jaina Kolhapur Latur Nagpur

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Office of the Charity Commissioner Government of Maharashtra

Type your Trust's Registration Number or Name and click on "SEARCH". You will find your Trust's name in the following list.

3.6.121.0.2	Office Of Charity Comm arashtra State	issioner	Sean
Trust Accounts			
PTR Office	Greater Mumbai Region	,	
Trust Number		Trust Name	
Trustee Name		Trust Address	
Society Number		Society Name	
SEARCH ADD TRUST			

TrustNumber	TrustName	Society Number	Society Name	Trustee Name	TrustAddress
A-0000034(GBR)	Happy Udan				occ, anni besant, rbi, Mumbai, Mumbai, Mumbai - Trust Account 400018.
A-0466556(GBR)	Afreen				occ, anni besant, Rbi, Mumbai, Mumbai, Mumbai - Trust Account 400018.
A-0078525(GBR)	SELF MOTIVATION				OCC, ANNI BESANT, RBI, Mumbai, Mumbai, Mumbai - Trust Account 400018.



Now click on "Trust Account".



					LOGIN	
Trust Accounts					6	
PTR Office	Greater Mumbai Reg	ion	v			
Trust Number			Trust	Name		
Trustee Name			Trust Ac	ddress		
Society Number			Society	Name		
SEARCH ADD TRUS	т					
TrustNumber	TrustName	Society Number	Society Name Tri	ustee Name	TrustAddress	

TrustNumber	TrustName	Society Number	Society Name	Trustee Name	TrustAddress
A-0000034(GBR)	Happy Udan				occ, anni besant, rbi, Mumbai, Mumbai, Mumbai - Trust Account 400018.
A-0466556(GBR)	Afreen				occ, anni besant, Rbi, Mumbai, Mumbai, Mumbai - Trust Account 400018.
A-0078525(GBR)	SELF MOTIVATION				OCC, ANNI BESANT, RBI, Mumbai, Mumbai, Mumbai - Trust Account 400018.



Now select the year for which the Account is to be submitted.

The Office Of Charity Commissioner Maharashtra State	
	LOGIN
Trust Account	
Accounting Year	
Accounting Year select •	
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You can online submit last 12 years' Accounts.



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Trust Account		
Accounting Year		
Accounting Year	Select v	
	Select	
	2016-2017	
	2015-2016	
© Copyright 2014, The Office of Ch	2014-2015	123-1234 e: info@charitycommissioner.com
	2013-2014	
	2012-2013	
	2011-2012	
	2010-2011	
	2009-2010	
	2008-2009	
	2007-2008	
	2006-2007	
	2005-2006	



Now choose option "Above 5000" and click it.

Er.	The Office Of Charity Commissioner
	Maharashtra State

LOGIN

Trust Account			
Hust Account			
Accounting Year			
Accounting Year	2016-2017	*	
Other Details			
Other Details			
Total Income	Onlast		_
	Select		v
	Select		
	Below5000		
	Above5000		
	ADOVESUUU		

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### Click on "AUDIT REPORT".

The Office Of Charity Commissioner Maharashtra State	C	Search the site	٩
			LOGIN
Trust Account			
Accounting Year			
Accounting Year 2016-2017 •			
Other Details			
Total Income Above5000			
AUDIT REPORT SCHEDULE IX SCHEDULE VIII SCHEDULE IX-C			

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t (022)8-123-1234 e info@charitycommissioner



If details of Auditor or Chartered Accountant are already there on the website, then type his or her name and click on "SEARCH".

E-000021(GBR)			
Indira Nagar Hutments,		Aadhar Apang Charitable Trust इंदिरा नगर हटमॅन्ट्स,	
Foseberry Road		फोसेबेरी रोड	
Cotton Green , Shivadi, Kalachowki		कॉटन ग्रीन , शिवडी, कालाचौकी	
400033	District	Mumbai	
Numbai	v Village	Mumbai	
etails			
Select	Name Of The Firm		
	Foseberry Road Cotton Green , Shivadi, Kalachowki 400033 Jumbai	Foseberry Road Cotton Green , Shivadi, Kalachowki 400033 Mumbal Village	Foseberry Road फोसेबेरी रोड Cotton Green , Shivadi, Kalachowki 400033 Mumbai village Mumbai



Details of Auditor or Chartered Accountant will be seen in the list on the screen.

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Trust Number	E-0000021(GBR)	Trust Name	Aadhar Apang Charitable Trust						
Building Name Or Office Name	Indira Nagar Hutments,		इंदिरा नगर हटमॅन्ट्स,						
Street Name	Foseberry Road		फोसेबेर्री रोड						
LandMark	Cotton Green , Shivadi, Kalachowki		कॉटन ग्रीन , शिवडी, कालाचौकी						
Pin	400033	District	Mumbai						
Taluka	Mumbai	Village	Mumbai						
Auditor / CA Master									
	Details								
Auditor / CA Name									
District	Select v	Name Of The Firm							
Mobile Number		Status							

#### SEARCH ADD CA DETAILS

Auditor Name	District	Name Of The Firm	Mobile Number	Status	Registration Number	
samiksha	Mumbai	хуг	990987897	active	njl6866	Select
Shri Abhay Punaji Kamble	Mumbai		99	active		Select
Shri Ganesh Pandurang Gaikwad	Mumbai		99	active		Select
Shri Shahaji Shankar Thopte	Mumbai		99	active		Select
Shri Ramesh Kisan Pisal	Mumbai		99	active		Select
Shri Mahendra Vishnu Bhor	Mumbai		99	active		Select
Smt Nafisa kureshi Ghadiyali	Mumbai		99	active		Select



If the details of Auditor or C.A. are not there, then click on "ADD C.A. DETAILS".

Frust Details			
Trust Number	E-0000021(GBR)	Trust Name	Aadhar Apang Charitable Trust
Building Name Or Office Name	Indira Nagar Hutments,		इंदिरा नगर हटमॅन्ट्स,
Street Name	Foseberry Road		फोसेबेरी रोड
LandMark	Cotton Green , Shivadi, Kalachowki		कॉटन ग्रीन , शिवडी, कालाचौकी
Pin	400033	District	Mumbai
Taluka	Mumbai	Village	Mumbai
Auditor / CA Master			
Auditor / CA Master	Detans		
Auditor / CA Name			
District	Select •	Name Of The Firm	
Mobile Number		Status	

District
Select

Mobile Number
Status



Fill all information of Auditor or C.A.

ſ	Add New CA					
	Name			Name In Local		
s	Membership Number			Qualification		
umb	Name Of The Firm			Registration Number		
Offic Nan	Mobile Number			Email Id		
Van	Building Name Or Office Name					
dMa	Street Name					
F	LandMark					
alul	Pin			District	Select	Ŧ
	Taluka	Select	*	Village	Select	*
ast						
Nan						
Distr						SAVE Close
Imber				Status		
	A DETAILS					
Add CA	A only if CA Name is not a	vailable				

he Office of Charity Commissioner, Maharashtra



### Click on "SAVE" Button.

Add New CA				
Nam	e	Name In Local		
Membership Numbe	ir 🗌	Qualification		
Name Of The Firr	n	Registration Number		
Offic Mobile Numbe	r	Email Id		
lam Building Name C Office Nam				
Ma Street Nam	e			
PLandMar	k			
alul Pi	n	District	Select	
Taluk	a Select	v Village	Select	
ast				
an				
stri				SAVE
nber		Status		
DD CA DETAILS	available			

he Office of Charity Commissioner, Maltarashtra



Now type Auditor or C.A. name and then click on " SEARCH".

Trust Details			
Trust Number	E-0000021(GBR)	Trust Name	Aadhar Apang Charitable Trust
Building Name Or Office Name	Indira Nagar Hutments,		इंदिरा नगर हटमॅन्ट्स,
Street Name	Foseberry Road		फोसेबेरी रोड
LandMark	Cotton Green , Shivadi, Kalachowki		कॉटन ग्रीन , शिवडी, कालाचौकी
Pin	400033	District	Mumbai
Taluka	Mumbai	Village	Mumbai
Auditor / CA Master Auditor / CA Name District	Details Select	Name Of The Firm	
Mobile Number		Status	

9



## Details of Auditor or C.A. can be found in the list on the screen.

#### Trust Details

Trust Number	Trust Number E-0000021(GBR)		Aadhar Apang Charitable Trust
Building Name Or Office Indira Nagar Hutments,			इंदिरा नगर हटमॅन्ट्स,
Street Name	Foseberry Road		फोसेबेर्री रोड
LandMark	Cotton Green , Shivadi, Kalachowki		कॉटन ग्रीन , शिवडी, कालाचौकी
Pin	400033	District	Mumbai
Taluka	Mumbai	Village	Mumbai
Auditor / CA Master	Details		
Auditor / CA Name			
District	Select v	Name Of The Firm	
Mobile Number		Status	
SEARCH ADD CA	DETAILS		

Auditor Name	District	Name Of The Firm	Mobile Number	Status	Registration Numb	er
samiksha	Mumbai	xyz	990987897	active	njl6866	Select
Shri Abhay Punaji Kamble	Mumbai		99	active		Select
Shri Ganesh Pandurang Gaikwad	Mumbai		99	active		Select
Shri Shahaji Shankar Thopte	Mumbai		99	active		Select
Shri Ramesh Kisan Pisal	Mumbai		99	active		Select
Shri Mahendra Vishnu Bhor	Mumbai		99	active		Select
Smt Nafisa kureshi Ghadiyali	Mumbai		99	active		Select

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Now fill the information of Audit Report, from Sr.nos. 1 to 20 by selecting the right option.

1)	Whether accounts are maintained regularly and in accordance with the provisions of the Act and the rules?	Select	٣
2)	Whether receipts and disbursements, are properly and correctly shown in the accounts?	Select	٣
3)	Whether the cash balance and vouchers in the custody of the manager or trustee on the date of the audit were in agreement with the accounts?	Select	٣
4)	Whether all books, deeds, accounts, vouchers or other documents or records required by the auditor were produced before him?	Select	٣
5)	Whether a register of moveable or immovable properties is properly maintained, the changes therein are communicated from time to time to the regional office, and the defects and inaccuracies mentioned in the previous audit report have been duly complied with?	Select	•
6)	Whether the manager or trustee or any other person required by the auditor to appear before him did so and furnished the necessary information required by him?	Select	٣
7)	Whether any property or funds of the trust were applied for any object or purpose other than the object or purpose of the trust?	Select	٣
8)	The amounts of the outstandings for more than one year and the amounts written off, if any	Select	•
9)	Whether tenders were invited for repairs or construction involving expenditure exceeding Rs.5000?	Select	•
10)	Whether any money of the public trust has been invested contrary to the provisions of section 35?	Select	٣
11)	Alienations, if any, of the immovable property contrary to the provisions of section 36 which have come to the notice of the auditor	Select	٣
12)	All cases of irregular, illegal or improper expenditure or failure or omission to recover moneys or other property belonging to the public trust or of loss, or waste of money or other property thereof, and whether such expenditure, failure, omission, loss or waste was caused in consequence of breach of trust or misapplication or any other misconduct on the part of the trustee or any other person while in the management of the trust	Select	٣
13)	Whether the budget has been filed in the form provided by rule 16A?	Select	٣
14)	Whether the maximum and minimum number of trustees is maintained.	Select	٣
15)	Whether the meetings are held regularly as provided in such instrument.	Select	•
16)	Whether the minute book of the proceedings of the meeting is maintained.	Select	
17)	Whether any of the trustees has any interest in the investment of the trust.	Select	٣
18)	Whether any of the trustee is a debtor or creditor of the trust.	Select	٣
19)	Whether the irregularities pointed out by the auditors in the accounts of the previous year have been duly compiled with by the trustees during the period of audit.	Select	٣



Mention remarks regarding Audit Report in Remarks box.

13)	Whether the budget has been filed in the form provided by rule 16A?	No	Ŧ
14)	Whether the maximum and minimum number of trustees is maintained.	N/A	Ŧ
15)	Whether the meetings are held regularly as provided in such instrument.	No	Ŧ
16)	Whether the minute book of the proceedings of the meeting is maintained.	No	v
17)	Whether any of the trustees has any interest in the investment of the trust.	N/A	Ψ.
18)	Whether any of the trustee is a debtor or creditor of the trust.	N/A	<b>v</b>
19)	Whether the irregularities pointed out by the auditors in the accounts of the previous year have been duly compiled with by the trustees during the period of audit.	N/A	Ŧ
20)	Any special matter the auditor may think fit or necessary to bring to the notice of the Deputy or Assistant Charity	N/A	Ŧ
	Remarks		

#### Upload Supporting Documents

Sr.No	Document List	Upload Document List
1	CA Audit Report	Choose File No file chosen
2	Affidavit (if accounts are submitted after 30th September)	Choose File No file chosen
3	CA Membership Certificate issued by ICAI	Choose File No file chosen
4	Other Document	Choose File No file chosen



If there are no remarks regarding Audit Report, then mention "No Remarks".

13)	Whether the budget has been filed in the form provided by rule 16A? No 🔹					
14)	Whether the maximum and minimum number of trustees is maintained.	N/A	Y			
15)	Whether the meetings are held regularly as provided in such instrument.	No	Ŧ			
16)	Whether the minute book of the proceedings of the meeting is maintained.	No	Ŧ			
17)	Whether any of the trustees has any interest in the investment of the trust.	N/A	Ŧ			
18)	8) Whether any of the trustee is a debtor or creditor of the trust.					
19)	19) Whether the irregularities pointed out by the auditors in the accounts of the previous year have been duly compiled with by the trustees during the period of audit.					
20)	, , , , , , , , , , , , , , , , , , ,					
	Completeese Remarks No Remarks					

#### Upload Supporting Documents

.No	Document List	Upload Document List
I	CA Audit Report	Choose File No file chosen
2	Affidavit (if accounts are submitted after 30th September)	Choose File No file chosen
3	CA Membership Certificate issued by ICAI	Choose File No file chosen
1	Other Document	Choose File No file chosen



Now scan the documents to be uploaded. Documents must be in Black and white. Size of each scanned document shall not be more than 1 MB.

	te. If he manie should be simple. The dote, special shardetere except (sp	ace, "-" & "_") are not allowed. File size above 11
Sr.No	Document List	Upload Document List
1	CA Audit Report	Choose File No file chosen
2	Affidavit (if accounts are submitted after 30th September)	Choose File No file chosen
3	CA Membership Certificate issued by ICAI	Choose File No file chosen
4	Other Document	Choose File No file chosen



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This regulation is necessary in order to save the space on the website. 1 MB means approximately 10 pages and therefore, compress the scanned copies and upload them.

Upload Supporting Documents

Note:-(File name should be simple. Two dots, special characters except (space, "-" & 🛄 are not allowed. File allowed that he not an wed.)					
Sr.No	Document List	Upload Document List			
1	CA Audit Report	Choose File No file chosen			
2	Affidavit (if accounts are submitted after 30th September)	Choose File No file chosen			
3	CA Membership Certificate issued by ICAI	Choose File No file chosen			
4	Other Document	Choose File No file chosen			



I hereby declare that all information and evidences provided in this application are true, complete and correct to the best of my knowledge

SUBMIT



In documents, C.A. Audit report includes Audit report, Income and Expenditure Statement (Schedule IX), Balance sheet (Schedule VIII), Contribution Calculation (Schedule IX C). Upload Supporting Documents

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	CA Audit Report	Choose File No file chosen
2	Affidavit (if accounts are submitted after 30th September)	Choose File No file chosen
3	CA Membership Certificate issued by ICAI	Choose File No file chosen
4	Other Document	Choose File No file chosen





Upload other necessary documents such as Affidavit if Accounts are submitted after 30<sup>th</sup> September, C.A. certificate etc.

#### Upload Supporting Documents

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	CA Audit Report	Choose File No file chosen
2	Affidavit (if accounts are submitted after 30th September)	Choose File No file chosen
3	CA Membership Certificate issued by ICAI	Choose File No file chosen
4	Other Document	Choose File No file chosen



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

#### Upload Supporting Documents

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	CA Audit Report	Choose File No file chosen
2	Affidavit (if accounts are submitted after 30th September)	Choose File No file chosen
3	CA Membership Certificate issued by ICAI	Choose File No file chosen
4	Other Document	Choose File No file chosen



🔲 I hereby declare that all information and evidences provided in this application are true, complete and correct to the best of my knowledge

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Click in the box of self declaration and then click on " SUBMIT". Once you click on "SUBMIT" , you can not change the information. Upload Supporting Documents

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	CA Audit Report	Choose File No file chosen
2	Affidavit (if accounts are submitted after 30th September)	Choose File No file chosen
3	CA Membership Certificate issued by ICAI	Choose File No file chosen
4	Other Document	Choose File No file chosen





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Office of the Charity Commissioner Government of Maharashtra

After submission, screen will display the message "Audit Report Submitted".

	Office Of Charity Commissi arashtra State	ioner	
			Loc
udit Report Submitted			
Schedule IX			
AUDIT REPORT SC	HEDULE IX SCHEDULE VIII SCHEDULE IX-C		
AUDIT REPORT SC	HEDULE IX SCHEDULE VIII SCHEDULE IX-C E-0000021(GBR)	Trust Name	Aadhar Apang Charitable Trust
AUDIT REPORT SC Frust Details Trust Number		Trust Name	Aadhar Apang Charitable Trust इंदिरा नगर हटमॅन्ट्स,
AUDIT REPORT SO Frust Details Trust Number Building Name Or Office	E-0000021(GBR)	Trust Name	
AUDIT REPORT SC Frust Details Trust Number Building Name Or Office Name	E-0000021(GBR) Indira Nagar Hutments,	Trust Name	इंदिरा नगर हटमॅन्ट्स,
AUDIT REPORT SC Frust Details Trust Number Building Name Or Office Name Street Name	E-0000021(GBR) Indira Nagar Hutments, Foseberry Road	Trust Name District	इंदिरा नगर हटमॅन्ट्स, फोसेबेर्री रोड

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Accounting Year	2016-2017	



### Now click on "SCHEDULE

IX" on the screen.

The Office Of Charity Commissioner	٢
Maharashtra State	



LOGIN

				LUU
Audit Report Submitted				
Schedule IX				
AUDIT REPORT SO	SHEDULE IX SCHEDULE VIII SCHEDULE IX-C			
Trust Number	E-0000021(GBR)	Trust Name	Aadhar Apang Charitable Trust	
Building Name Or Office Name	Indira Nagar Hutments,		इंदिरा नगर हटमॅन्ट्स,	
Street Name	Foseberry Road		फोसेबेर्री रोड	
LandMark	Cotton Green , Shivadi, Kalachowki		कॉटन ग्रीन , शिवडी, कालाचौकी	
Pin	400033	District	Mumbai	Ŧ
Taluka	Mumbai	Village	Mumbai	
Accounting Year Accounting Year	2016-2017			



Fill every necessary information in the form displayed on the screen. If information is not available for any label, put zero.

Accounting Y	Tear
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Accounting Year 2016-2017

Expenditure		Income		
To Expenditure In Respect Of Propertie	s	By Rent		
Rates, Taxes, Cesses		Accrued		
Repairs And Maintenance		Realised		
Salaries		By Interest		
Insurance		Accrued		
Depreciation		Realised		
Other Expenses		On Securities		
To Establishment Expenses		On Loan		
To Remuneration To Trustees		On Bank Account		
To Remuneration To Head Of Math		By Dividend		
To Legal Expenses		By Donations In Cash or Kind		
To Audit Fees		By Grants		
To Contribution And Fees		By Income From Other Sources		
To Amount Written Off		By Transfer From Reserve		
To Amount Written Off				
Bad Debts				
Loan Scholarships				
Irrecoverable Rents				

v

Other Heres



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

Irrecoverable Rents		
Other Items		
To Miscellaneous Expenses		
To Depreciations		
To Amounts Transferred To Reserve or Specific Funds		
To Expenditure On Objects Of The Tru	st	

Religious			
Educational			
Medical Relief			
Relief of Poverty			
Other Charitable Objects			
To Surplus Carried Over to Balance Sheet		By Deficit Carried Over To Balance Sheet	
Total		Total	
Please Enter Correct Code.			

I hereby declare that all information and evidences provided in this application are true, complete and correct to the best of my knowledge

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Click in the box of self declaration and then click on " SUBMIT". Once you click on " SUBMIT", you can not change the information.

Irrecoverable Rents			
Other Items			
To Miscellaneous Expenses			
To Depreciations			
To Amounts Transferred To Reserve or Specific Funds			
To Expenditure On Objects Of The Tru	st		
Religious			
Educational			
Medical Relief			
Relief of Poverty			
Other Charitable Objects			
To Surplus Carried Over to Balance Sheet		By Deficit Carried Over To Sheet	Balance

Total

	By Deficit Carried Over To Balance Sheet	
	Total	





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Office of the Charity Commissioner Government of Maharashtra

After submission, screen will display the message "Schedule IX Submitted".

	Office Of Charity Commis arashtra State	sioner	Search the site
			LOGIN
Schedule IX Submitted			
Schedule VIII			
AUDIT REPORT SO	CHEDULE IX SCHEDULE VIII SCHEDULE IX-C		
Trust Number	E-0000021(GBR)	Trust Name	Aadhar Apang Charitable Trust
Building Name Or Office Name	Indira Nagar Hutments,		इंदिरा नगर हटमॅन्ट्स,
Street Name	Foseberry Road		फोसेबेरी रोड
LandMark	Cotton Green , Shivadi, Kalachowki		कॉटन ग्रीन , शिवडी, कालाचौकी
Pin	400033	District	Mumbai
Taluka	Mumbai 🔹	Village	Mumbai v
Accounting Year			
Accounting Year	2016-2017		



### Now click "SCHEDULE VIII" button on the screen.

	The Office Of Char	rity Commissioner
	Maharashtra State	
and a		

LOGIN

Schedule IX Submitted				
Schedule VIII				
AUDIT REPORT SO	HEDULE IX SCHEDULE VIII SCHEDULE IX-C			
Trust Number	E-0000021(GBR)	Trust Name	Aadhar Apang Charitable Trust	
Building Name Or Office Name	Indira Nagar Hutments,		इंदिरा नगर हटमॅन्ट्स,	
Street Name	Foseberry Road		फोसेबेरी रोड	
LandMark	Cotton Green , Shivadi, Kalachowki		कॉटन ग्रीन , शिवडी, कालाचौकी	
Pin	400033	District	Mumbai	٣
Taluka	Mumbai	Village	Mumbai	Ţ
Accounting Year				



Fill every necessary information in the form displayed on the screen. If information is not available for any label, put zero.

Accounting Year			
Accounting Year 2016-2017			
Funds And Liabilities		Property And Assets	
Funds And Liabilities		FIOPEITY And Assets	
Trust Funds or Corpus		Immovable Properties	
		-	
Balance As Per Last Balance-Sheet		Balance As Per Last Balance-Sheet	
Adjustment during the year (give	0.00	Additions during the year	
details)			
-	the Provisions of the trust-deed or scheme	Less : Deductions during the Year.	
or out of the income).		(U/S 36 permission must be taken)	
Depreciation Fund		Less : Depreciation up to date	0.00
		Investments	0.00
Sinking Fund			0.00
Reserve Fund		Furniture And Fixtures	
		Balance As Per Last Balance-Sheet	
Any Other Fund	0.00		
Loans (Secured or Unsecured)		Additions during the year	
From Trustee		Less : Sales during the year	
From Others	0.00	Less : Depreciation up to date	0.00
Liabilities		Loans (Secured or Unsecured) - Good/	Doubtful
For Expenses		Loan Scholarships	
For Advances		Other Loans	0.00
For Rent & Other Deposits		Advances	
		To Trustees	
For Sundry Credit Balances	0.00		
Income And Expenditure Account		To Employees	
		To Contractor	
Add : Balance As Per Last Balance-		10 Contractor	



While filling this information, mention the details of amount, added in the corpus fund for the respective year.

Accounting Year						
Accounting Year	2016-2017		Ŧ			
Funds And Liabil	ities			Property And Assets		
Trust Funds or Corpus				Immovable Properties		
Balance As Per Last Balar	nce-Sheet			Balance As Per Last Balance-Sheet		
Adjustment during the yea details)	ar (give		0.00	Additions during the year		
Other Earmarked Funds ( or out of the income).	Created under	the Provisions of the	e trust-deed or scheme	Less : Deductions during the Year. (U/S 36 permission must be taken)		
Depreciation Fund				Less : Depreciation up to date		0.00
Sinking Fund				Investments		0.00
Reserve Fund				Furniture And Fixtures		
Any Other Fund			0.00	Balance As Per Last Balance-Sheet		
Loans (Secured or Unsec	ured)			Additions during the year		
From Trustee				Less : Sales during the year		
From Others			0.00	Less : Depreciation up to date		0.00
Liabilities				Loans (Secured or Unsecured) - Good	d/Doubtful	
For Expenses				Loan Scholarships		
For Advances				Other Loans		0.00
For Rent & Other Deposits	S			Advances		
For Sundry Credit Balance	es		0.00	To Trustees		
Income And Expenditure				To Employees		
Add : Balance As Per Las	t Balance-			To Contractor		



# Scan the corpus certificate and upload it.

		Other Income	0.00
		Cash And Bank Balances	
		In Savings Account	
		In Current Account	
		In Fixed Deposit Account	
		With The Trustee	
		With The Manager	0.00
Fund	s And Liabilities Total	0.00 Property And Assets Total	0.00
		special characters except (space, "-" & "_") are not allowed. File size above 1MB is not allowed.)	
Sr.No	Document List	Upload Document List	
1	Corpus Fund Certificate	Choose File No file chosen	
	Please Enter Correct Code.		
	hereby declare that all information and evid	lences provided in this application are true, complete and correct to the best of my knowledge	

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

			Other Income		0.00
			Cash And Bank Balances		
			In Savings Account		
			In Current Account		
			In Fixed Deposit Account		
			With The Trustee		
			With The Manager		0.00
Funds	s And Liabilities Total	0.00	Property And Assets Total		0.00
_	d Documents e:-(File name should be simple. Two dots,		"_") are not allowed. File size above 1M	B is not allowed.)	
Sr.No	Document List	Upload Document List			
1	Corpus Fund Certificate	Choose File No file cho	osen		
	Please Enter Correct Code.				



Click in the box of self declaration and then click on " SUBMIT". Once you click on " SUBMIT", you can not change the information.

		Other Income	0.00
		Cash And Bank Balances	
		In Savings Account	
		In Current Account	
		In Fixed Deposit Account	
		With The Trustee	
		With The Manager	0.00
Fund	s And Liabilities Total	0.00 Property And Assets Total	0.00
	ad Documents	o dots, special characters except (space, "." & "_") are not allowed. File size above 1MB is not allowed.)	
Sr.No	Document List	Upload Document List	
1	Corpus Fund Certificate	Choose File No file chosen	
	Please Enter Correct Code.		



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Office of the Charity Commissioner Government of Maharashtra

After submission, screen will display the message "Schedule VIII Submitted".

	Office Of Charity Comm arashtra State	issioner	Search the siteQ	
Wate ad	6 (D)   1		LOGI	N
				×
Schedule VIII Submitted				
Schedule IX-C				
AUDIT REPORT SO	CHEDULE IX SCHEDULE VIII SCHEDULE IX-C			
Trust Number	E-0000021(GBR)	Trust Name	Aadhar Apang Charitable Trust	
Building Name Or Office Name	Indira Nagar Hutments,		इंदिरा नगर हटमॅन्ट्स,	
Street Name	Foseberry Road		फोसेबेरी रोड	
LandMark	Cotton Green , Shivadi, Kalachowki		कॉटन ग्रीन , शिवडी, कालाचौकी	
Pin	400033	District	Mumbai	
Taluka	Mumbai •	Village	Mumbai	]

#### Accounting Year

ating Year 2016-2017
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### Now click on "SCHEDULE IX C" on the screen.

CANSING STATES	Office Of Charity Commissi arashtra State	oner		
				LOGIN
Schedule VIII Submitted				
Schedule IX-C				
Trust Details	E-0000021(GBR)	Trust Name	Aadhar Apang Charitable Trust	
Building Name Or Office Name	Indira Nagar Hutments,		इंदिरा नगर हटमॅन्ट्स,	
Street Name	Foseberry Road		फोसेबेरी रोड	
LandMark	Cotton Green , Shivadi, Kalachowki		कॉटन ग्रीन , शिवडी, कालाचौकी	
Pin	400033	District	Mumbai	Ŧ
Taluka	Mumbai	Village	Mumbai	¥
Accounting Year				
Accounting Year	2016-2017			



Fill every necessary information in the form displayed on the screen. If information is not available for any label, put zero.

Accounting Year					
Accounting Year	2016-2017		Ŧ		
Statement Of Income	e With Contribution				
I. Income As Shown In Th	e Income And Expenditure Acc	ount (Schedule IX	():		100.00
ll, items Not Chargeable T	To Contribution Under Section 5	8 And Rule 32 -			
-	m Other Public Trust And Dharma				
(1) Oranta Danahard Francis					
(II) Grants Received From C	Government And Local Authorities:				
(iii) Interest On Sinking Or E	Depreciation Fund:				
(iv) Amount Spent For The	Purposes Of Secular Education:				
	Dumona Of Madical Deliafi				
(v) Amount Spent For The F	Purpose Of Medical Relief.				
(vi) Amount Spent For The	Purpose Of Veterinary Treatment	Of Animals:			
(vii) Expenditure Incurred F Natural Calamity:	rom Donations For Relief Of Distre	ess Caused By Sca	arcity, Drought, Flood,	, Fire Or Other	
(viii) Deduction Out Of Inco	me From Lands Used For Agricult	ural Purpose -			
(a) Land Revenue And L	Local Fund Cess:				
(b) Rent Payable To The	e Superior Landlord:				
(c) Cost Of Production If	f lands are cultivated by the trust:				
(ix) Deduction Out Of Incom	ne From Lands Used For Non-Agri	icultural Purpose -			
(a) Assessment, Cess A	nd Other Goverment or Municipal	Taxes:			
(b) Ground rent payable	to the superior landlord:				
(c) Insurance Premia:					
(c) Insurance Premia:					
(d) Repairs At 10 Per Ce	ent Of Gross Rent Of Buildings:				



Fill every necessary information in each box of the form on the screen. It is mandatory to fill the mobile number and email id so that user id can be generated in the name of a person to be contacted.

anount of contributio	n Computed At The Rate Fixed Under The Subsect	on (1) of section 56 And Pays	inie	0
	claiming deductions admissible under the above scheo edule which have the effect of double – deduction.)	lule the Trust has not claimed an	y amount twice, either wholly or p	oartly, against any of the
ommunications Wit	h Trust/Society Note: -(These details will be used for	all further communications with Tra	ist/Society)	
Contact Name/Nodal Officer/Rugnamitra		Contact Name/Nodal Officer/Rugnamitra		
uilding Name Or Office Name				
Street Name				
LandMark				
Pin				
State	Maharashtra	• District	Select	٣
Taluka	Select	• Village	Select	*
Mobile No *		Email Id *		
Trust PAN Number				
Please Enter Corre	ert Code			
	71			

Type the code from the image



For Security reason, type figure, number seen on the screen as it is. Gross Annual Income Chargeable To Contribution

Amount Of Contribution Computed At The Rate Fixed Under The Subsection (1) Of Section 58 And Payable

Note:-(Certified that while claiming deductions admissible under the above schedule the Trust has not claimed any amount twice, either wholly or partly, against any of the items mentioned in the schedule which have the effect of double – deduction.)

0

Communications With Trust/Society Note:-(These details will be used for all further communications with Trust/Society)

Contact Name/Nodal Officer/Rugnamitra		Contact Name/Nodal Officer/Rugnamitra	
Building Name Or Office Name			
Street Name			
LandMark			
Pin			
State	Maharashtra •	District	Select •
Taluka	Select v	Village	Select •
Mobile No *		Email Id *	
Trust PAN Number			
Please Enter Corre Generate New Ima Type the code from	<b>71</b> .		



Click in the box of self declaration and then click on " SUBMIT". Once you click on "SUBMIT", you can not change the information. Gross Annual Income Chargeable To Contribution

Amount Of Contribution Computed At The Rate Fixed Under The Subsection (1) Of Section 58 And Payable

Note:-(Certified that while claiming deductions admissible under the above schedule the Trust has not claimed any amount twice, either wholly or partly, against any of the items mentioned in the schedule which have the effect of double – deduction.)

0

Communications With Trust/Society Note:-(These details will be used for all further communications with Trust/Society)

Contact Name/Nodal Officer/Rugnamitra		Contact Name/Nodal Officer/Rugnamitra	
Building Name Or Office Name			
Street Name			
LandMark			
Pin			
State	Maharashtra	• District	Select
Taluka	Select	• Village	Select •
Mobile No *		Email Id *	
Trust PAN Number			







Now you will get the message to generate and to take the print of the Summary Report and its submission in the respective Public Trusts **Registration Office within** 30 days.

Please generate next 30 days.	e & print Summary Report and after taking signs of trustees	and auditors on it, please su	ubmit the same with the concerned PTR office in
			LOGIN
Schedule IXC Submitted			
Schedule IX-C			
AUDIT REPORT SO	CHEDULE IX SCHEDULE VIII SCHEDULE IX-C	GENERATE SUMMA	RY & VERIFICATION FORM
Trust Number	E-0000021(GBR)	Trust Name	Aadhar Apang Charitable Trust
Building Name Or Office Name	Indira Nagar Hulments,		इंदिरा नगर हटमॅंन्ट्स,
Street Name	Foseberry Road		फोसेबेर्री रोड
LandMark	Cotton Green , Shivadi, Kalachowki		कॉटन ग्रीन , शिवडी, कालाचौकी
Pin	400033	District	Mumbar
Taluka	Mumbai	Village	Mumbai
A accounting Vacr			

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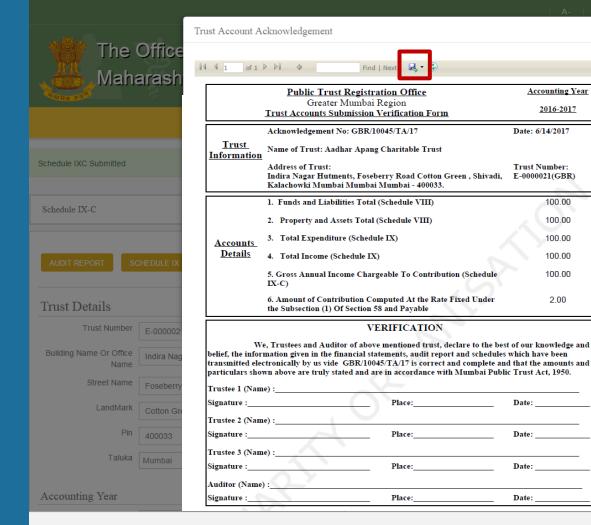
Office of the Charity Commissioner Government of Maharashtra

## Click on "GENERATE SUMMARY & VERIFICATION FORM".

	Office Of Charity Commis arashtra State	sioner		
				LOGIN
Schedule IXC Submitted				
Schedule IX-C				
AUDIT REPORT SO Trust Details Trust Number	CHEDULE IX SCHEDULE VIII SCHEDULE IX-C	GENERATE SUMMA	RY & VERIFICATION FORM	
Building Name Or Office Name	Indira Nagar Hutments,		इंदिरा नगर हटमॅन्ट्स,	
Street Name	Foseberry Road		फोसेबेरी रोड	
LandMark	Cotton Green , Shivadi, Kalachowki		कॉटन ग्रीन , शिवडी, कालाचौकी	
Pin	400033	District	Mumbai	Ŧ
Taluka	Mumbai	Village	Mumbai	v
Accounting Year Accounting Year	2016-2017			



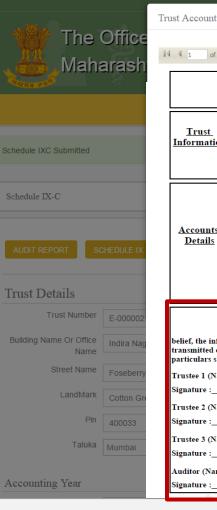
You can save the Summary Report in your format by clicking save icon.



×



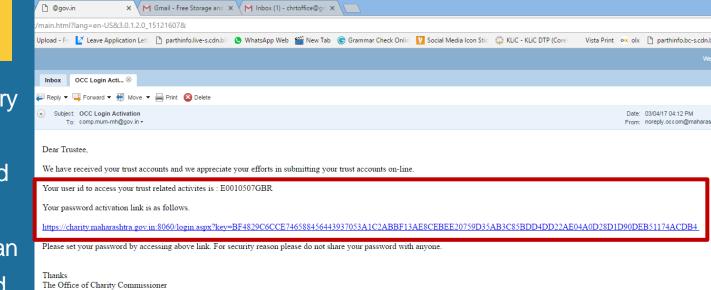
Now take a print of Summary Report, sign it and put a thumb impression upon it, scan it and then mail it to the respective Public Trusts Registration office on its official mail id. Also submit it or send it through R.P.A.D. to the respective office.



Trust Account Acknowledgement					
I4 4 1 of 1	Î4 4 1 of 1 ▷ ▷Î 4 Find   Next 🛃 • 🚯				
	Public Trust Registration Office	Accounting Year			
	Greater Mumbai Region Trust Accounts Submission Verification Form	<u>2016-2017</u>			
	Acknowledgement No: GBR/10045/TA/17	Date: 6/14/2017			
<u>Trust</u> Information	Name of Trust: Aadhar Apang Charitable Trust				
	Address of Trust: Indira Nagar Hutments, Foseberry Road Cotton Gre Kalachowki Mumbai Mumbai Mumbai - 400033.	Trust Number: en , Shivadi, E-0000021(GBR)			
	1. Funds and Liabilities Total (Schedule VIII)	100.00			
	2. Property and Assets Total (Schedule VIII)	100.00			
Accounts	3. Total Expenditure (Schedule IX)	100.00			
Details	4. Total Income (Schedule IX)	100.00			
	5. Gross Annual Income Chargeable To Contribution IX-C)	a (Schedule 100.00			
	6. Amount of Contribution Computed At the Rate Fi the Subsection (1) Of Section 58 and Payable	xed Under 2.00			
	VERIFICATION				
belief, the infor transmitted ele particulars sho	We, Trustees and Auditor of above mentioned trust, declare to the best of our knowledge and belief, the information given in the financial statements, audit report and schedules which have been transmitted electronically by us vide GBR/10045/TA/17 is correct and complete and that the amounts and particulars shown above are truly stated and are in accordance with Mumbai Public Trust Act, 1950.				
	e) :	Deter			
Signature : Place: Date:					
	e) : Place:	Date:			
	Trustee 3 (Name) :				
Signature :		Date:			
Auditor (Name	Auditor (Name) :				
Signature :		Date:			



On receipt of Summary Report, respective district office will send you user id through email and then you can create your password. Now you can make your Trust's entries in Schedule I.





# Note

It is obligatory / mandatory to make your Trust's entries in Schedule I in the form of e – record. After such entries, trustees will get benefits of various online procedures such as submission of Change Report, Permission for alienation of property, Permission for loan and investment etc.



