



The Office of Charity Commissioner
धर्मादाय आयुक्तालय, महाराष्ट्र राज्य



DĀTĀ दाता

Digital Administration for Transparency and Accountability

दाता : पारदर्शकता आणि बांधिलकीसाठी संगणकीकृत प्रशासन

GUIDELINES FOR ONLINE REGISTRATION OF TRUST.



Office of the Charity Commissioner
Government of Maharashtra



Introduction

Welcome to Charity Organization website. Now we will understand the procedure for online registration of Trust under Maharashtra Public Trusts Act, 1950.



Caution

Name of the Trust to be registered , 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.



Firstly, move on to the
charity organization
website

charity.maharashtra.gov.in



The Office Of Charity Commissioner
Maharashtra State

मराठी | A- | A | A+ | A++

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Preliminary Procedure

Application Guidelines

LOGIN



New User Registration

COURT ORDER

SUBMIT YOUR TRUST ACCOUNTS

VIEW HOSPITAL DETAILS

VIEW BED AVAILABILITY

KNO



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Shri Devendra Fadnavis
Hon'ble Chief Minister



Shri S. B. Savale
Hon'ble Charity
Commissioner

Announcement

Archive



Inauguration of the office of the Joint
Charity Commissioner, Public Trust,
Aurangabad

Read more

6 January 2015



Workshop 2015 held at Judicial Academy,
Uttan

Read more

6 January 2016



Facilities Available For Weaker And Poor
Citizens

Read more

6 January 2015

Circulars (Section wise)

Circulars (Serial wise)

Charity Offices

Charity Hospitals



Now click on “New User Registration”.

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Circulars (Section wise)

Circulars (Serial wise)

Charity Offices

Charity Hospitals



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

Name	<input type="text"/>	Local Name	<input type="text"/>
Mobile Number	<input type="text"/>	Email	<input type="text"/>
User Name	<input type="text"/>		
Password	<input type="password"/>	Confirm Password	<input type="password"/>
	(e.g Abcd@1234)		
Gender	<input type="text" value="Select"/>	Date of Birth	<input type="text"/>
Building Name Or Office Name	<input type="text"/>		
Street Name	<input type="text"/>		
LandMark	<input type="text"/>		
Pin	<input type="text"/>	District	<input type="text" value="Select"/>
Taluka	<input type="text" value="Select"/>	Village	<input type="text" value="Select"/>
Please Enter Correct Code.			
Generate New Image			
<input type="text"/>			
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



In this way, fill up the form properly and also create your own user name and password (note them somewhere for memory).

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

Please Enter Correct Code.



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



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

Name	<input type="text" value="Anil"/>	Local Name	<input type="text" value="अनिल"/>
Mobile Number	<input type="text" value="8422924533"/>	Email	<input type="text" value="anil_kadam2005@yahoo.co.in"/>
User Name	<input type="text" value="Anil"/>	Confirm Password	<input type="password"/>
Password	<input type="password" value="....."/> (e.g Abcd@1234)	Date of Birth	<input type="text" value="09/12/1978"/>
Gender	<input type="text" value="Male"/>		<input type="text" value="पाथे नॉलेज नेटवर्क प्राइवेट लिमिटेड"/>
Building Name Or Office Name	<input type="text" value="Parth Knowledge Network Pvt. Ltd."/>		<input type="text" value="सेक्टर 17"/>
Street Name	<input type="text" value="Sector 17"/>		<input type="text" value="विसवाच्या जवळ"/>
LandMark	<input type="text" value="Near Visava"/>	District	<input type="text" value="Mumbai"/>
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Taluka	<input type="text" value="Mumbai"/>		



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



Click on "Register".

Name	<input type="text" value="Anil"/>	Local Name	<input type="text" value="अनिल"/>
Mobile Number	<input type="text" value="8422924533"/>	Email	<input type="text" value="anil_kadam2005@yahoo.co.in"/>
User Name	<input type="text" value="Anil"/>	Confirm Password	<input type="password"/>
Password	<input type="password" value="....."/> (e.g Abcd@1234)	Date of Birth	<input type="text" value="09/12/1978"/>
Gender	<input type="text" value="Male"/>		<input type="text" value="पाथे नॉलेज नेटवर्क प्राइवेट लिमिटेड"/>
Building Name Or Office Name	<input type="text" value="Parth Knowledge Network Pvt. Ltd."/>		<input type="text" value="सेक्टर 17"/>
Street Name	<input type="text" value="Sector 17"/>		<input type="text" value="विसवाच्या जवळ"/>
LandMark	<input type="text" value="Near Visava"/>	District	<input type="text" value="Mumbai"/>
Pin	<input type="text" value="400708"/>	Village	<input type="text" value="Mumbai"/>
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Please Enter Correct Code.

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



Data has been saved successfully

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

Name	<input type="text"/>	Local Name	<input type="text"/>
Mobile Number	<input type="text"/>	Email	<input type="text"/>
User Name	<input type="text"/>	Confirm Password	<input type="text"/>
Password	<input type="text"/> (e.g. Abcd@1234)	Date of Birth	<input type="text"/>
Gender	<input type="text" value="Select"/>		
Building Name Or Office Name	<input type="text"/>		
Street Name	<input type="text"/>		
LandMark	<input type="text"/>		
Pin	<input type="text"/>	District	<input type="text" value="Select"/>
Taluka	<input type="text" value="Select"/>	Village	<input type="text" value="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



Now click on "Login".

Data has been saved successfully

Name	<input type="text"/>	Local Name	<input type="text"/>
Mobile Number	<input type="text"/>	Email	<input type="text"/>
User Name	<input type="text"/>	Confirm Password	<input type="text"/>
Password	<input type="text"/>	Date of Birth	<input type="text"/>
(e.g. Abcd@1234)			
Gender	<input type="text" value="Select"/>		
Building Name Or Office Name	<input type="text"/>		
Street Name	<input type="text"/>		
LandMark	<input type="text"/>		
Pin	<input type="text"/>	District	<input type="text" value="Select"/>
Taluka	<input type="text" value="Select"/>	Village	<input type="text" value="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



Here, type your
registered user name
and password.

Login

Please Enter Correct Code.



Generate New Image

Type the code from the image

[Forgot Password ?](#) | [Register User](#)



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

Login

Please Enter Correct Code.



[Generate New Image](#)

Type the code from the image

[Forgot Password ?](#) | [Register User](#)



Now click on “Login”.

Login

Please Enter Correct Code.



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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](#)
- [LOGOUT](#)

- [Event](#)
- [Take An Objection](#)
- [Schedule-I Register Report](#)
- [Trust Update](#)
- [Search Schedule-I Data](#)
- [Schedule-I Data Entry](#)

My Applications

Register Trust

Register A Society

Register An Event (41C)

File A Change Report

Request Certified Copy

Pay Your Fees

Submit Your Accounts

File A Complaint

Service Request Number

Application Type

Application Date

Trust Name

SEARCH

Service Request Number	Application Type	Trust Name	Application Date	Status
------------------------	------------------	------------	------------------	--------

Now you are on your Home Page.



[Home](#)
[Register Trust](#)
[Data Entry](#)
[RTI](#)
[Schedule VIIA](#)
[File A Application Scheme Change](#)
[Apply Certified True Copy](#)
[File An Appeal Request](#)
[Trust Accounts](#)
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Pay Your Fees


Submit Your Accounts


File A Complaint

Service Request Number
 Application Type

Application Date
 Trust Name

[SEARCH](#)

Service Request Number	Application Type	Trust Name	Application Date	Status
1				

You can avail the benefits of services displayed in the colorful boxes.



Directions for online Registration of Trust.

1. Applicant shall online submit the application.
2. Before starting the procedure, keep the necessary documents with you and scan and save them on desktop.
3. Those documents shall be 150 DPI in size and in black and white.
4. After login, click on “Register Trust”.
5. After clicking on “Register Trust”, fill the form properly.



Now click on “Register
Trust”.



The Office Of Charity Commissioner Maharashtra State

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Register Trust

Data Entry

RTI

Schedule VIIA

File A Application Scheme Change

Apply Certified True Copy

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Society

LOGOUT

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Register
Trust



Register A
Society



Register An
Event (41C)



File A Change
Report



Request
Certified Copy



Pay Your Fees



Submit Your
Accounts



File A
Complaint

Service Request
Number

Application Type

Select

Application Date

Trust Name

SEARCH



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

Trust Registration

PTR Office

Trust Detail

Trust Name *

Local Trust Name

Trust PAN Number

NITI Aayog ID

FCRA Registration Number

Building Name Or Office Name

Street Name

LandMark

Pin

State

District

Taluka

Village

CHECK NAME AVAILABILITY



Click on “CHECK NAME
AVAILABILITY” and find out
whether the Trust
resembling with your trust’s
name has already been
registered or else?

Trust Registration

PTR Office

Trust Detail

Trust Name *

Local Trust Name

Trust PAN Number

NITI Aayog ID

FCRA Registration
Number

Building Name Or Office
Name

Street Name

LandMark

Pin

State

District

Taluka

Village

CHECK NAME AVAILABILITY



Screen will display name
of the Applicant and
other details.

Trustee/Trustees Details

Sr.No	Name of the Trustee	Date of Birth	Gender	Occupation	Mobile No	Email	Aadhar No	PAN No	Nationality
1	sunny	25/07/1985	Male		9422703608	shinde3608@gmail.com			Edit

Navigation controls: back, 1, forward, 10

ADD TRUSTEES

Mode of Succession

Mode of Succession *

Minimum No of Trustees *

Maximum No of Trustees *

Tenure of Trustees

For Life

Objects of the Trust

- Charitable/Welfare
- Educational
- Medical
- Old Age Homes
- Orphanage
- Religious
- Social Service
- Sports
- Others

Particular of Documents
creating Trust

- Constitution of Society
- Decree
- Indenture
- Scheme
- Trust Deed
- Will
- Others

Particular other than
documents about the
origin or creation of trust

Particular of scheme if
any relating to the trust



Click on “Edit” for filling remaining information of the Applicant such as Aadhar Card Number, Pan Card Number.

Trustee/Trustees Details

Sr.No	Name of the Trustee	Date of Birth	Gender	Occupation	Mobile No	Email	Aadhar No	PAN No	Nationality
1	sunny	25/07/1985	Male		9422703608	shinde3608@gmail.com			

Edit

ADD TRUSTEES

Mode of Succession

Mode of Succession *

Minimum No of Trustees *

Maximum No of Trustees *

Tenure of Trustees

For Life

Objects of the Trust

- Charitable/Welfare
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- Religious
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- Sports
- Others

Particular of Documents creating Trust

- Constitution of Society
- Decree
- Indenture
- Scheme
- Trust Deed
- Will
- Others

Particular other than documents about the origin or creation of trust

Particular of scheme if any relating to the trust



Now click on “ADD TRUSTEES”, for filling the Names of Trustees and their other information.

Trustee/Trustees Details

Sr.No	Name of the Trustee	Date of Birth	Gender	Occupation	Mobile No	Email	Aadhar No	PAN No	Nationality
1	sunny	25/07/1985	Male		9422703608	shinde3608@gmail.com			

Navigation: < 1 > 10

ADD TRUSTEES

Mode of Succession

Mode of Succession *

Minimum No of Trustees *

Maximum No of Trustees *

Tenure of Trustees

For Life

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

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

Particular other than documents about the origin or creation of trust

Particular of scheme If any relating to the trust



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

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

Pin

Add Member ✕

Street name

LandMark

Pin

State District

Taluka Village

Mobile No * Email Id *

PAN No * Nationality *

Aadhar No * Date Of Admission*

SAVE **Close**

Trustee/Trust

Sr.No Name of

1 sunny

ADD TRUSTEE

Mode of Su

Mode of Su

Maximum No of

For Life

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

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



After filling the
information, click on
“SAVE”.

Pin

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

Trustee/Trust

Sr.No Name of t

1 sunny

ADD TRUSTEE

Mode of Suc

Mode of Suc

Maximum No of

For Life

Objects of the Trust

- Charitable/Welfare
- Educational
- Medical
- Old Age Homes
- Orphanage
- Religious
- Social Service

Particular of Documents creating Trust

- Constitution of Society
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- Trust Deed
- Will
- Others



Mention Mode of
Succession of Trustees
as per the provisions in
your Trust creating
document.

Trustee/Trustees Details

Sr.No	Name of the Trustee	Date of Birth	Gender	Occupation	Mobile No	Email	Aadhar No	PAN No	Nationality
1	sunny	25/07/1985	Male		9422703608	shinde3608@gmail.com			Edit

Navigation controls: back, 1, forward, 10

ADD TRUSTEES

Mode of Succession

Mode of Succession *

Minimum No of Trustees *

Maximum No of Trustees *

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Particular other than
documents about the
origin or creation of trust

Particular of scheme If
any relating to the trust



Minimum 1 trustee is required to register a trust and for Maximum there is no limit.

Trustee/Trustees Details

Sr.No	Name of the Trustee	Date of Birth	Gender	Occupation	Mobile No	Email	Aadhar No	PAN No	Nationality
1	sunny	25/07/1985	Male		9422703608	shinde3608@gmail.com			Edit

ADD TRUSTEES

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Maximum No of Trustees *

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Particular of scheme If any relating to the trust



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Sr.No	Name of the Trustee	Date of Birth	Gender	Occupation	Mobile No	Email	Aadhar No	PAN No	Nationality
1	sunny	25/07/1985	Male		9422703608	shinde3608@gmail.com			Edit

Navigation controls: back, forward, page 1, refresh, dropdown

ADD TRUSTEES

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- Scheme
- Trust Deed
- Will
- Others

Particular other than documents about the origin or creation of trust

Particular of scheme If any relating to the trust

Mention the objects of the Trust by putting a tick mark in the respective box.



Put a tick before the
proper box regarding
Trust creating document.

Trustee/Trustees Details

Sr.No	Name of the Trustee	Date of Birth	Gender	Occupation	Mobile No	Email	Aadhar No	PAN No	Nationality
1	sunny	25/07/1985	Male		9422703608	shinde3608@gmail.com			

Navigation controls: back, 1, forward, 10

ADD TRUSTEES

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- Sports
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creating Trust

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- Decree
- Indenture
- Scheme
- Trust Deed
- Will
- Others

Particular other than
documents about the
origin or creation of trust

Particular of scheme If
any relating to the trust



If your Trust has any **movable or immovable property**, then fill information regarding **Sources of income, Annual income. If not, then do not click.**

Movable Property Details

ADD MOVABLE PROPERTY

Immovable Property Details

ADD IMMOVABLE PROPERTY

Income Details

Sources of Income *

Average Gross Annual Income

From Movable Property *

From Immovable Property

Total Gross Income

(Movable

Property+Immovable

Property)



Click on “ADD
MOVABLE
PROPERTY”.

Movable Property Details

ADD MOVABLE PROPERTY

Immovable Property Details

ADD IMMOVABLE PROPERTY

Income Details

Sources of Income *

Average Gross Annual Income

From Movable Property *

From Immovable Property *

Total Gross Income
(Movable
Property+Immovable
Property)



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.

- Educational
- Medical
- Old Age
- Orphanage
- Religious
- Social S
- Sports
- Others

Particular other than documents about the origin or creation of trust

Add Movable Property Details ✕

Property Details *

Estimated Value (in INR) *

Purchase Date 

Movable Property Details

Immovable Property Details

Income Details

Sources of Income *



After filling the
information, click on
“SUBMIT”.

- Educational
- Medical
- Old Age H
- Orphanag
- Religious
- Social Se
- Sports
- Others

Particular other than documents about the origin or creation of trust

creating Trust Decree

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

Income Details

Sources of Income *



Now, click on “ADD
IMMOVABLE
PROPERTY”.

Movable Property Details

ADD MOVABLE PROPERTY

Immovable Property Details

ADD IMMOVABLE PROPERTY

Income Details

Sources of Income *

Average Gross Annual Income

From Movable Property *

From Immovable Property *

Total Gross Income
(Movable
Property+Immovable
Property)



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

- Educational
- Medical
- Old Age
- Orphanage
- Religious
- Social Se
- Sports
- Others

Particular other than documents about the origin or creation of trust

Movable Property Details

ADD MOVABLE PROPERTY

Immovable Property Details

ADD IMMOVABLE PROPERTY

Income Details

Sources of Income *

creating Trust Decree

Add Immovable Property

Town/Village *	<input type="text"/>	C.S./Municipal/ Survey No	<input type="text"/>
Area *	<input type="text"/>	Assessment/Judi	<input type="text"/>
Tenure/Nature *	<input type="text"/>	Estimated Value (in INR)	<input type="text"/>

SAVE Close



After filling the
information, click on
“SAVE”.

- Educational
- Medical
- Old Age
- Orphanage
- Religious
- Social Se
- Sports
- Others

Particular other than
documents about the
origin or creation of trust

Movable Property Details

ADD MOVABLE PROPERTY

Immovable Property Details

ADD IMMOVABLE PROPERTY

Income Details

Sources of Income *

creating Trust Decree

Add Immovable Property

Town/Village *	<input type="text"/>	C.S./Municipal/ Survey No	<input type="text"/>
Area *	<input type="text"/>	Assessment/Judi	<input type="text"/>
Tenure/Nature *	<input type="text"/>	Estimated Value (in INR)	<input type="text"/>



Fill the details of Sources
of Income.

Movable Property Details

ADD MOVABLE PROPERTY

Immovable Property Details

ADD IMMOVABLE PROPERTY

Income Details

Sources of Income

Average Gross Annual Income

From Movable Property *

From Immovable Property

Total Gross Income

(Movable

Property+Immovable

Property)



If Trust has any movable and immovable property, then fill information of sources of income, Annual Income and Expenditure.

Average Gross Annual Income

From Movable Property *	<input type="text"/>	From Immovable Property *	<input type="text"/>
Total Gross Income (Movable Property+Immovable Property)	<input type="text"/>		

Average annual expenditure

On remuneration to trustees and manager *	<input type="text"/>	On establishment and staff *	<input type="text"/>
On religious objects *	<input type="text"/>	On charitable objects *	<input type="text"/>
On miscellaneous items *	<input type="text"/>	Total Annual Expenditure	<input type="text" value="0"/>

Particular of encumbrances if any on trust property	<input type="text"/>	Particular of title-deeds pertaining to trust property and the names of trustees in possession thereof	<input type="text"/>
---	----------------------	--	----------------------

Remarks



Fill the necessary
information in the bracket
shown.

Average Gross Annual Income

From Movable Property *

From Immovable Property *

Total Gross Income

(Movable

Property+Immovable

Property)

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

Particular of
encumbrances if any on
trust property

Particular of title-deeds
pertaining to trust property
and the names of trustees
in possession thereof

Remarks



Mention remarks in
“Remarks” box.

Average Gross Annual Income

From Movable Property *

From Immovable Property *

Total Gross Income

(Movable

Property+Immovable

Property)

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

Particular of
encumbrances if any on
trust property

Particular of title-deeds
pertaining to trust property
and the names of trustees
in possession thereof

Remarks



If remarks are not there,
then mention ' No
Remarks '.

Average Gross Annual Income

From Movable Property *	<input type="text"/>	From Immovable Property *	<input type="text"/>
Total Gross Income (Movable Property+Immovable Property)	<input type="text"/>		

Average annual expenditure

On remuneration to trustees and manager *	<input type="text"/>	On establishment and staff *	<input type="text"/>
On religious objects *	<input type="text"/>	On charitable objects *	<input type="text"/>
On miscellaneous items *	<input type="text"/>	Total Annual Expenditure	<input type="text" value="0"/>

Particular of
encumbrances if any on
trust property

Particular of title-deeds
pertaining to trust property
and the names of trustees
in possession thereof

Remarks



Fill every necessary information regarding communication details and other, in the form displayed on the screen. It is mandatory to fill information in the box where star sign is there.

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

District

Taluka

Village

Mobile No *

Email Id *

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	Trust Application	<input type="button" value="Choose File"/> No file chosen
2	Consent Letter of Trustees	<input type="button" value="Choose File"/> No file chosen
3	Memorandum of association/(R&R) Constition	<input type="button" value="Choose File"/> No file chosen



List of documents to be uploaded :-

1. Trust Application.
2. Consent Letter of Trustees.
3. Memorandum of Association.
4. Document creating Trust.
5. Address proof of all Trustees.

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	Trust Application	<input type="button" value="Choose File"/> No file chosen
2	Consent Letter of Trustees	<input type="button" value="Choose File"/> No file chosen
3	Memorandum of association/(R&R) Constition	<input type="button" value="Choose File"/> No file chosen
4	Document creating Trust	<input type="button" value="Choose File"/> No file chosen
5	Address proof of all Trustees	<input type="button" value="Choose File"/> No file chosen
6	Identity proof of all Trustees	<input type="button" value="Choose File"/> No file chosen
7	NOC for Trust Office Address	<input type="button" value="Choose File"/> No file chosen
8	Trust Office Address proof	<input type="button" value="Choose File"/> No file chosen
9	Authority Letter from Board of Trustees	<input type="button" value="Choose File"/> No file chosen
10	Board Resolution copy	<input type="button" value="Choose File"/> No file chosen



6. Identity proof of all Trustees.
7. No Objection Certificate for Trust office address.
8. Trust office address proof.
9. Authority letter from Board of Trustees.
10. Board Resolution Copy.

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	Trust Application	<input type="button" value="Choose File"/> No file chosen
2	Consent Letter of Trustees	<input type="button" value="Choose File"/> No file chosen
3	Memorandum of association/(R&R) Constition	<input type="button" value="Choose File"/> No file chosen
4	Document creating Trust	<input type="button" value="Choose File"/> No file chosen
5	Address proof of all Trustees	<input type="button" value="Choose File"/> No file chosen
6	Identity proof of all Trustees	<input type="button" value="Choose File"/> No file chosen
7	NOC for Trust Office Address	<input type="button" value="Choose File"/> No file chosen
8	Trust Office Address proof	<input type="button" value="Choose File"/> No file chosen
9	Authority Letter from Board of Trustees	<input type="button" value="Choose File"/> No file chosen
10	Board Resolution copy	<input type="button" value="Choose File"/> No file chosen



11. Self – Declaration.
12. Vakalatnama, If any
13. Application for exemption from newspaper publication. (Affix Rs.10/- court fee stamp).
14. Schedule 1, 2 and 6.
15. Rules & Regulation / Constitution.
16. Any Other Document.

11	Affidavit of Applicant	<input type="button" value="Choose File"/> No file chosen
12	Vakalatnama, If Any	<input type="button" value="Choose File"/> No file chosen
13	Application regarding exemption from paper publication	<input type="button" value="Choose File"/> No file chosen
14	Statement relating to persons employed by society(Schedule II-see rule 8)	<input type="button" value="Choose File"/> No file chosen
15	Rules & Regulation / Constitution	<input type="button" value="Choose File"/> No file chosen
16	Any Other Document	<input type="button" value="Choose File"/> No file chosen

Though above mentioned documents are necessary for addressing your application non availability of any of the document may not be the reason for not processing your application

Payment Detail

Payment Mode

RegistrationFee 3.00

If you fail to submit your document your application will be cancelled and the amount you paid will be forfeited

SAVE AS DRAFT

SUBMIT

CLEAR



While filing information, if work is left incomplete, then click on “SAVE AS DRAFT”.

11	Affidavit of Applicant	<input type="button" value="Choose File"/> <input type="text" value="No file chosen"/>
12	Vakalatnama, If Any	<input type="button" value="Choose File"/> <input type="text" value="No file chosen"/>
13	Application regarding exemption from paper publication	<input type="button" value="Choose File"/> <input type="text" value="No file chosen"/>
14	Statement relating to persons employed by society(Schedule II-see rule 8)	<input type="button" value="Choose File"/> <input type="text" value="No file chosen"/>
15	Rules & Regulation / Constitution	<input type="button" value="Choose File"/> <input type="text" value="No file chosen"/>
16	Any Other Document	<input type="button" value="Choose File"/> <input type="text" value="No file chosen"/>

Though above mentioned documents are necessary for addressing your application non availability of any of the document may not be the reason for not processing your application

Payment Detail

Payment Mode

RegistrationFee 3.00

If you fail to submit your document your application will be cancelled and the amount you paid will be forfeited

SAVE AS DRAFT

SUBMIT

CLEAR



In Payment mode select
“online” or “offline” mode.

11	Affidavit of Applicant	<input type="button" value="Choose File"/> No file chosen
12	Vakalatnama, If Any	<input type="button" value="Choose File"/> No file chosen
13	Application regarding exemption from paper publication	<input type="button" value="Choose File"/> No file chosen
14	Statement relating to persons employed by society(Schedule II-see rule 8)	<input type="button" value="Choose File"/> No file chosen
15	Rules & Regulation / Constitution	<input type="button" value="Choose File"/> No file chosen
16	Any Other Document	<input type="button" value="Choose File"/> No file chosen

Though above mentioned documents are necessary for addressing your application non availability of any of the document may not be the reason for not processing your application

Payment Detail

Payment Mode	Select
RegistrationFee	Select
	Online
	Offline

If you fail to submit your document your application will be cancelled and the amount you paid will be forfeited

SAVE AS DRAFT

SUBMIT

CLEAR



Now click on “SUBMIT”. If information is incomplete, you will get the message. Fill respective information. You will get the message once your application is submitted online. For e.g. Your Trust Application is submitted successfully
Your SRN No.
{GBR/70065/18/17}

11	Affidavit of Applicant	<input type="button" value="Choose File"/> <input type="text" value="No file chosen"/>
12	Vakalatnama, If Any	<input type="button" value="Choose File"/> <input type="text" value="No file chosen"/>
13	Application regarding exemption from paper publication	<input type="button" value="Choose File"/> <input type="text" value="No file chosen"/>
14	Statement relating to persons employed by society(Schedule II-see rule 8)	<input type="button" value="Choose File"/> <input type="text" value="No file chosen"/>
15	Rules & Regulation / Constitution	<input type="button" value="Choose File"/> <input type="text" value="No file chosen"/>
16	Any Other Document	<input type="button" value="Choose File"/> <input type="text" value="No file chosen"/>

Though above mentioned documents are necessary for addressing your application non availability of any of the document may not be the reason for not processing your application

Payment Detail

Payment Mode

RegistrationFee 3.00

If you fail to submit your document your application will be cancelled and the amount you paid will be forfeited

SAVE AS DRAFT

SUBMIT

CLEAR



Register Trust

File A Complaint

Change Report

Trust Accounts

Search TrustEntry

Society

Event

Online Payment

Online Payment

Trust Account Reports

LOGOUT

Trust Update

Search Schedule-I Data

Schedule-I Data Entry

Click on “Online Payment” and then Select the respective SRNumber and click on “PROCEED TO PAYMENT” button and click on “PAY” button.

UNPAID

PAID

Select	SRNumber	ChallanNumber	Amount
2 <input type="checkbox"/>	GBR/70065/18/17	GBR/2017/0160602	3.00

Navigation: < 1 > 10

3

PROCEED TO PAYMENT

Payment Amount

3.00

Name

sneha patil

Email

sneha.probity@gmail.com

Mobile

9029297284

4

PAY



Select any one of the payment option available on the screen.



(A Joint Venture between Govt. of Maharashtra & TCS)

Government of Maharashtra Portal

Payment Mode Selection:

- Net Banking** (highlighted)
- Credit/Debit Card
- IMPS
- Wallet
- UPI

Transaction Fees:

- Rs 5 for transaction amount up to Rs. 500
- Rs 10 per transaction for payment from 501 and above.

Pay Gov India (All Major Banks), NDML for Govt. of India

- Rs.5 for per transaction payment
- Rs.2.5 for per transaction payment
- INR 3/- (For all banks)

Bank Selection Options:

- Pay Gov India (All banks)
- ICICI Bank and (All Banks)** (highlighted)
- Yes Bank and (All Banks)
- Paytm



Click on “Proceed for Payment”.

Payment Details

Name	: sneha patil
Selected Service	: Charity commissioner trust services
Application Number	: U110340D051017121149761713
Charges (in Rs.)	: 3.00
Portal Fees (in Rs.)	: 5.00
SGST:	: 0.45
CGST:	: 0.45
Total Amount (in Rs.)	: 8.90
Payment Mode	: ICICI Net Banking

[Proceed for Payment](#)



[Home](#)
[Register Trust](#)
[Data Entry](#)
[Trust Account Reports](#)
[Schedule VIIA](#)
[File A Application Scheme Change](#)
[Apply Certified True Copy](#)
[File An Appeal Request](#)
[Trust Accounts](#)
[LOGOUT](#)

[Society](#)
[Event](#)
[Take An Objection](#)
[Online Payment](#)
[Online Payment](#)
[Schedule-I Register Report](#)
[Trust Update](#)
[Search Schedule-I Data](#)
[Schedule-I Data Entry](#)

On the Homepage of your login you can see the status of your application.

My Applications



Register Trust



Register A Society



Register An Event (41C)



File A Change Report



Request Certified Copy



Pay Your Fees



Submit Your Accounts



File A Complaint

Service Request Number

Application Date 

Application Type

Trust Name

[SEARCH](#)

Service Request Number	Application Type	Trust Name	Application Date	Status	
GBR/00009/1860/17	TrustRegistrationApplication	woman freedom	22/09/2017 07:57:40	Inward	View Report



Note

After online submission of application, Applicant or his Representative or his Advocate should remain present within 30 days from the date of submission with all original documents and contact Judicial Superintendent and if the applicant have selected offline payment mode then has to pay the Trust Registration fee in the respective trust office.



Office of the Charity Commissioner
Government of Maharashtra

