

Procedure to Registration of Societies under the Registration Act-1860

Applicant will apply online application Form
<http://chdservices.gov.in/service/registration-of-society/>

As per checklist and prescribed Performa, applicant will
submit their document upload on above said link

Dealing hand will check all the documents, if not satisfactory
return to applicant for clarification and if satisfy forward to
Branch In-Charge for further action

Branch In-charge will check all the documents, if not
satisfactory return to dealing hand for clarification from the
applicant and if satisfy allow to dealing hand for Verification.

After the order of Branch In-charge, dealing hand will forward the file to Police Dept. for
character verification as well as residential address.

After receiving the verification report from Police Dept., dealing hand will forward the
same to the Branch In-charge for further course of action

Branch In-Charge forward the same to the Superintendent

Superintendent forward the file to W/Registrar of Firm & Society for approval

If approved by W/Registrar of Firm & Society, the certificate will be issued directly to the
Applicant

Upload
requisite
documents as
per objection
raised