

**GUIDELINES AND PROCEDURE FOR
SEEKING REGISTRATION OF A SOCIETY FOR
ART, CULTURE & SOCIAL WELFARE
UNDER THE SOCIETIES REGISTRATION
ACT, 1860**



सत्यमेव जयते

**GOVERNMENT OF NATIONAL CAPITAL
TERRITORY OF DELHI**

OFFICE OF THE COMMISSIONER OF INDUSTRIES

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"MESSAGE"

I congratulate the Secretary and Commissioner of Industries for his initiative in bringing out this "Booklet" containing updated guidelines and procedure for grant of registration of Societies under the Societies Registration Act, 1860, model Memorandum of Association (MoA) and Rules & Regulations (RRs) alongwith specimens of MoA and RR for guidance to general public and the prospective applicants.

I am happy to note that certain reforms, e.g. creation of Data Bank in respect of Societies already registered with the Registrar of Societies has been uploaded on the Web-Site of Govt. of Delhi. This will enable the general public and the prospective applicants to check the availability of names.

(MANGAT RAM SINGHAL)
MINISTER OF INDUSTRIES, LABOUR,
EMPLOYMENT, ELECTION AND LAND & BLDG.

“FORWARD”

The Societies Registration Act, 1860 was enacted for improving the legal condition of societies established for the promotion of literature, science, or the fine arts, or for the diffusion of useful knowledge or for charitable purposes. This Act is applicable to the National Capital Territory of Delhi.

The Registrar of Societies in the Industries Department grants registration to the charitable societies. Though certain reforms had been carried out but still there existed scope for further improvement, simplifications and streamlining the procedure for registration of societies. I am happy to note that the Commissioner of Industries has taken initiative for bringing out this booklet containing updated guidelines and procedure for grant of registration of societies under the said Act. The objective of bringing out this booklet is to make the system of grant of registration to the societies under the said Act transparent and eliminate unscrupulous elements.

Creation of data bank in respect of societies already registered with the Registrar of Societies and uploading the same on the website of Industries Department, Government of Delhi will enable the general public and prospective applicants to check the availability of names. Model – Memorandum of Association and Rules & Regulations and specimen of Memorandum of Association and Rules & Regulations given in this booklet will not only help the prospective applicants in the preparation of applications for seeking registration under the Societies Registration Act, 1860 but will also expedite disposal of such applications. It will be the responsibility of the Registrar of Societies in the Industries Department to ensure that the applications received for registration of societies under the Societies Registration Act, 1860 as applicable in the National Capital Territory of Delhi are disposed of in a time bound manner.

RAKESH MEHTA
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Sub.: Guidelines and procedure for seeking registration of a Society under the Societies Registration Act, 1860.

(1) FORMATION OF A SOCIETY

Any seven or more persons associated for any Literary, Scientific, or Charitable purpose, may, by subscribing their names to a Memorandum of Association and filing the same with the Registrar of Societies form themselves into a Society under the Societies Registration Act, 1860.

(2) OBJECTIVES

As per Section 20 of the Societies Registration Act, 1860 the following societies may be registered under the said Act.

"Charitable societies, the military orphan funds or societies established at the several presidencies of India, societies established for the promotion of science, literature, or the fine arts for instruction, the diffusion of useful knowledge, the diffusion of political education, the foundation or maintenance of libraries or reading rooms for general use among the members or open to the public, or public museums and galleries of paintings and other works of art, collections of natural history, mechanical and philosophical inventions, instruments, or designs."

(3) Points to be kept in mind while forming a society:-

- (i) The Emblems Act, 1950 prohibits the use of any name, emblems, official seal etc. as specified in the Act without previous permission of competent authority. It also prohibits the use of the name of national heroes and other names etc. mentioned in the Act. The Societies intending to seek registration are advised to consult this Act also before proposing the name etc. for registration.
- (ii) If the proposed name is identical with that by which any other society has been registered or resembles such name which is likely to deceive the public or the member of society, such name may be avoided. Names of all the registered Societies have been put on the website of Industries Department [industries.delhi.govt.nic.in] to enable the public and prospective applicants to check the availability of names.