

To,
The Assistant Inspector-General of Registration,
Registration Department,
Jharkhand, Ranchi.

Sub: **Regarding the registration of society named "Name of Society".**

Sir,

With due respect I have to say that I am submitting the Memorandum, Rules and Regulations of the Society, the copy of General Body Meeting and Treasury Chalan of Rs. 50/- for the registration of society named "**Name of Society**"

Kindly, register my Society under the "Society Registration Act 21, 1860" as soon as possible.

Yours truly

Secretary
" Name of Society "
Address-

' NAME OF SOCIETY '

GENERAL BODY'S RESOLUTION

A general body's meeting was held under the Presidentship of Mr. ----- on 26th January, 2006 in the office of the society 'Society for Health & Disability' situated at Village --- -----, P.O. --- -----, P.S. --- -----, Via --- -----, Distt. --- ----- in which the following resolutions have been passed :-

Resolution No. – 1

General Body has unanimously passed a resolution for the registration of the society 'Society for Health & Disability' under Societies Registration Act 21, 1860.

Resolution No. – 2

General Body has unanimously authorized -----, Secretary of the society to contact Registration Department for the registration of the society under Society Registration Act 21, 1860.

Sd/-
President

Certify that this is true copy of resolution passed by General Body.

President

Secretary

**MEMORANDUM OF ASSOCIATION OF THE
'SOCIETY –NAME OF SOCIETY'**

- 1. Name of the Society:** The name of the Society shall be “**Name of Society**”
- 2. Registered Office of the Society:** Village – -----
P.O. -----, P.S. -----
Via – -----
Distt. -----
(Jharkhand)
- The registered office shall be changed as necessary. The information about changed office shall be given to the Registration Department and other concerned offices within 15 days.
- 3. Area of Operation :** Whole Jharkhand State.
- 4. Aims & Objectives of the Society :**
- i) To work on Prevention, awareness, early identification, diagnosis, rehabilitation, vocational training, education & training, Infrastructure development and all other welfare work for different disabilities.
 - ii) To work on awareness, prevention, training and treatment of AIDS, Cancer, Drug addiction, Malaria, Kala zar and other killer diseases.
 - iii) To work for development of Sanitation, Cleanness, Personal development, Education & training, Self employment, Tribal welfare in the state.

5. Governing Body of the Society “Society –Name of Society”

Following are the full name, father’s/husband’s name, address, age, educational qualification, occupation, designation and photographs of the members of the Governing Body under the existing rules :

<i>Sl. No</i>	<i>Full Name & Father’s/ Husband’s full Name</i>	<i>Full Address (House No./ Holding No./ Road No./ Village/ Post/ P.S./ District/ Own house or in rent/ Ph.No. etc.)</i>	<i>Age</i>	<i>Educational Qualification</i>	<i>Occupation</i>	<i>Designation in the society</i>	<i>Self signed Photograph</i>
1.						President	
2.						Secretary	
3.						Treasurer	
4.						Executive Member	
5.						Executive Member	
6.						Executive Member	
7.						Executive Member	

6. Desirous Persons of the Society 'Society- Name of Society'

Following are the full name, father's/husband's name, address, age, educational qualification, occupation and photographs with signature of the members of the Desirous Persons wish to register this society under 'Societies Registration Act XXI, 1860'.

<i>Sl. No</i>	<i>Full Name & Father's/ Husband's full Name</i>	<i>Full Address (House No./ Holding No./ Road No./ Village/ Post/ P.S./ District/ Own house or in rent/ Ph.No. etc.)</i>	<i>Age</i>	<i>Educational Qualification</i>	<i>Occupation</i>	<i>Self signed Photograph</i>
1.						
2.						
3.						
4.						
5.						
6.						
7.						

Certified that above named persons, whose photographs are pasted and signature thereon, have signed before me.

Gazetted Officer (State or Central)
Doctors/Engineers/Notary/ Principal of
School/College/ Bank or Insurance
Officer/Officer of Public Sector, etc.
(Name, Designation, Signature with Seal).