

NGO REGISTRATION

NGO CSR-1 Filing

Document Checklist for NGO Formation, Tax Exemption & Compliance

Mandatory filing for NGOs wishing to receive Corporate Social Responsibility (CSR) funding from companies.

Documents Required

- Certificate of Incorporation/Registration of the NGO (Trust/Society/Section 8 Company)
- PAN card of the NGO
- 12A and 80G registration certificates
- Details of governing body members/Trustees/Directors with PAN and DIN/identity proof
- Digital Signature Certificate (DSC) of the authorised signatory
- Details of past CSR projects undertaken, if any
- MOA/Trust Deed/Bye-laws of the NGO
- Registered office address proof

Note: The above list indicates commonly required documents. Additional documents may be requested by the Ministry of Corporate Affairs (MCA), Income Tax Department, FCRA Wing (Ministry of Home Affairs), Registrar of Societies or other regulators depending on the specific case. Expert Registration confirms the exact requirement after a brief consultation.