

NGO REGISTRATION

Trust Registration

Document Checklist for NGO Formation, Tax Exemption & Compliance

For registering a Public Charitable Trust (minimum 2 Trustees, typically registered before a Sub-Registrar).

Documents Required

- PAN card and Aadhaar card / identity proof of Settlor and all Trustees
- Passport-size photographs of Settlor and Trustees
- Address proof of Settlor and Trustees
- Trust Deed on non-judicial stamp paper (value as per state stamp duty rules)
- Registered office/property address proof of the Trust
- NOC from the property owner (if premises are rented)
- Two witnesses' identity proof (for Trust Deed registration)
- Details of the objects/charitable purpose of the Trust

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.