

Society Registration

User Manual V 2.0

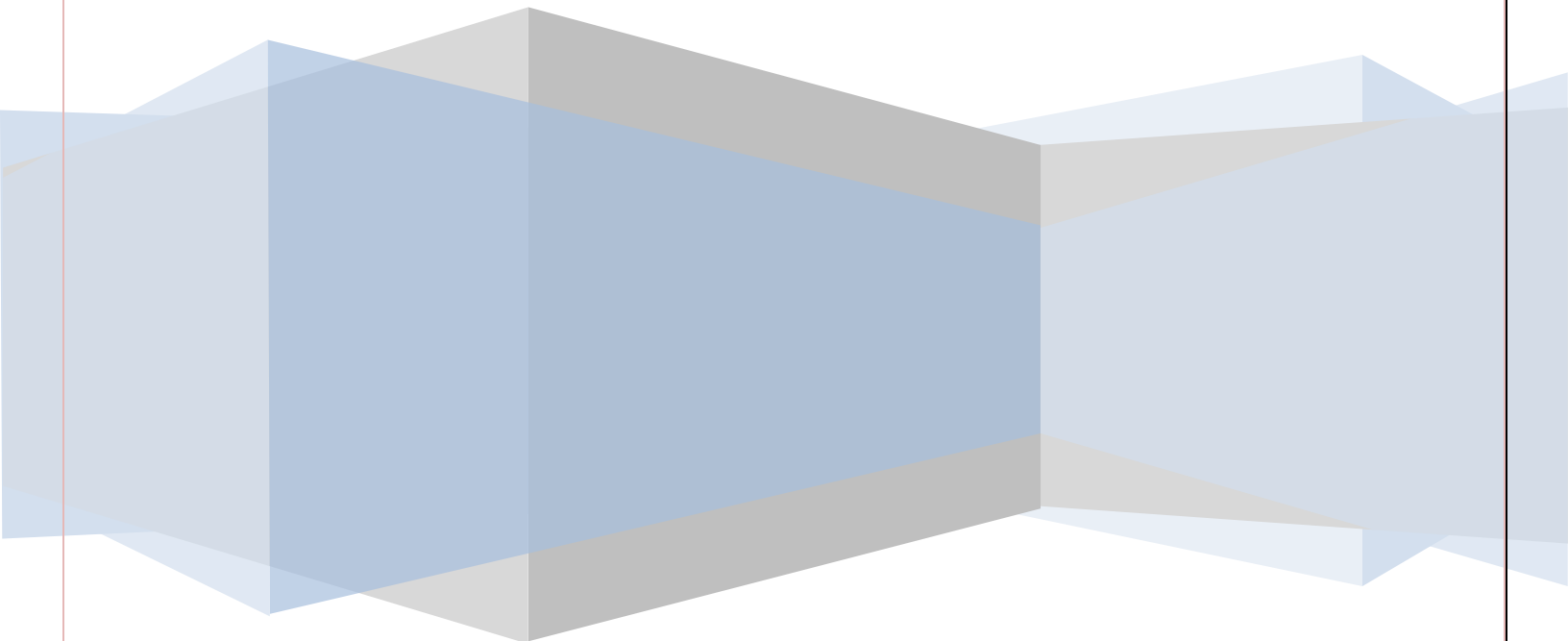


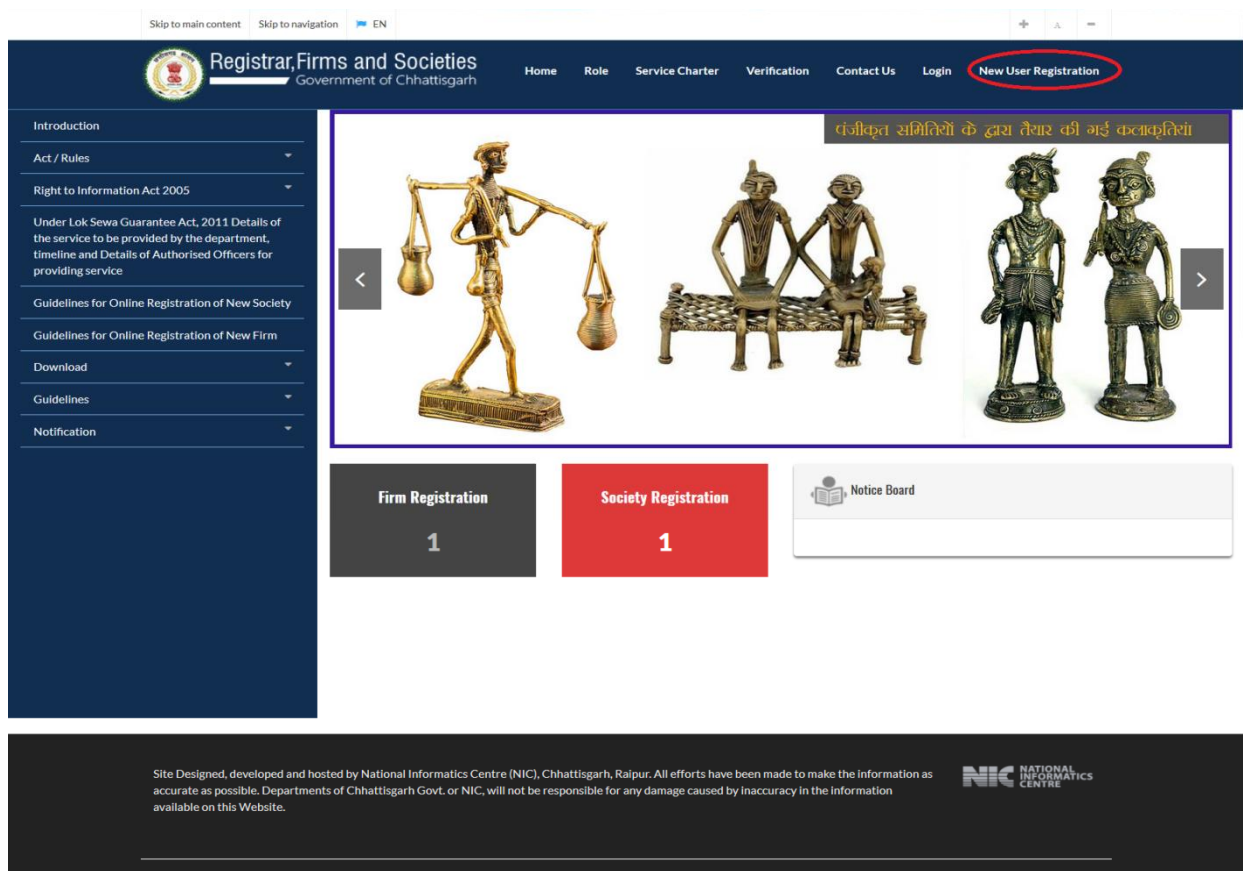
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To avail the on-line services offered by Firms and Societies portal, user registration is mandatory.

1. Registration of New User

- For new user registration, use the “New User Registration ” link available on the home page, as shown below in the Figure.



- When you click on “New User Registration ”, a registration page will be opened as shown below in the figure where you have to fill all the required details and submit it.

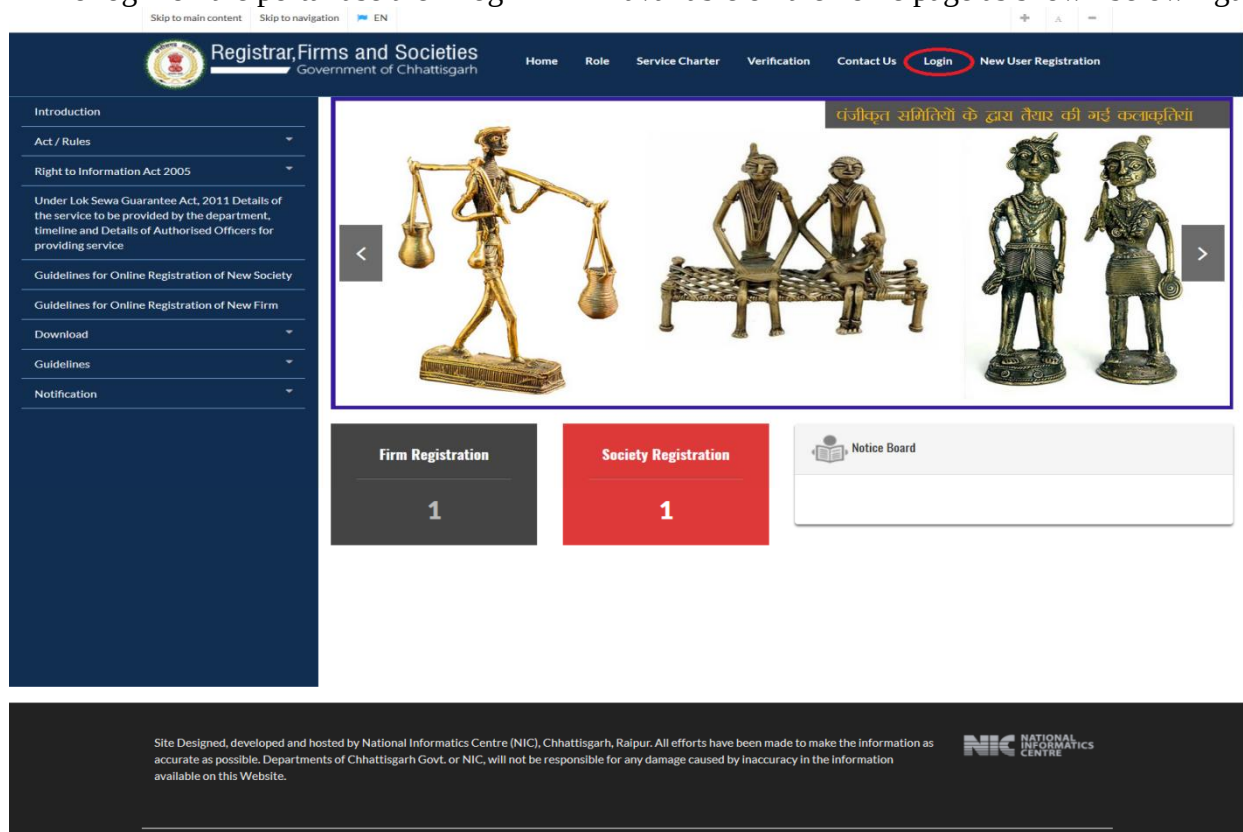
User Registration

DV4UH

- 4 | Page

2. Login

- To login on the portal use the “Login ” link available on the home page as shown below figure.



- In Login page, enter your registered user-id and password.

The image shows the Login page of the Registrar, Firms and Societies, Government of Chhattisgarh. The page has a yellow background. At the top, there is a navigation bar with links for Home, Role, Service Charter, Verification, Contact Us, Login, and New User Registration. The main content area contains a form with the following fields: 'Type your username and password.' (with a user icon), 'User Id' (containing '000001'), 'Password' (containing '*****'), and a CAPTCHA field with the image '98262' and the input '98262'. Below the form is a blue 'LOGIN' button. At the bottom, there are links for 'NEW USER? SIGN UP' and 'FORGOT PASSWORD'. The footer contains a disclaimer and the NIC logo.

- Click on “Society” Tab for availing related services

2.1 Dashboard

Skip to main content Skip to navigation EN

Registrar, Firms and Societies
Government of Chhattisgarh

Home logout

Welcome

User - NIC Developers
12:30:57 PM

SOCIETY
Click here to for society application.

FIRM
Click here for firm registration.

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- For new Society registration click on the "Click here for new society" link as shown below.

Skip to main content Skip to navigation EN

Registrar, Firms and Societies
Government of Chhattisgarh

Home logout

Society Dashboard

User - NIC Developers
12:32:42 PM

Society Registration	Society Rules/Name Change
Click here to register new society.	Click here to change society rules/name.
Incomplete Applications 1	Incomplete Applications 0
Pending Applications 0	Pending Applications 0
Objection/Clarification 0	Objection/Clarification 0
Rejected Applications 0	Rejected Applications 0
Approved Applications 0	Approved Applications 0

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3. Society Registration

3.1 Registration of New Society

- Society registration application form is divided in four parts; fill all the relevant information on each part. Progress bar is given on each part for notifying the status of the application form, with following color indicators

Red – Incomplete Part

Orange – Current Working Part

Green – Completed Part

You can only submit the application after completion of all 4 parts (i.e. all parts should be in green in progress bar)

Each part has a Guideline section on the right side of the page for instant help.

PART-1

Skip to main contentSkip to navigationEN



Registrar, Firms and Societies
Government of Chhattisgarh

HomeLogout

SOCIETY ONLINE REGISTRATION FORM

User - NIC Developers
18:56:57 PM

PART 1PART 2PART 3PART 4

Current PartIncomplete PartCompleted Part

Memorandum of society for registration of societies

Indicates (*) Mandatory Fields

Enter House No./name, Land mark, Street in full Address

1.Society Name

navi/van

1.Society Name in Hindi

नवरीवन

2.Address

Sundar Nagar

3.Mode of Application

सामान्य

4.Society Type

महिला मंडल

5.State

छत्तीसगढ़

6.District

Raipur

7.Area

☒ Rural ☐ Urban

8.Tashil/Taluk

Abhanpur

9.Village/Town

Alekhta

10.Pincode

11.Email Id

Please Enter Email Id

12.Contact no

13.Telephone No

14.AGM Month

January

15.Work Area

ग्राम पंचायत क्षेत्र

16.Select Nyamavali

Society Own Nyamavali

The objects of the society shall be as under

S.No	objective
1	Mahila Mandal

ADD

SAVE

CLEAR

Guidelines for Filing the Online Society Registration Part 1 :-

1.Society Name:- The applicant should fill society name

2.Address:- The applicant should fill society address

3.Mode of Application: Choose the Normal Option For This.

4.Society Type: Choose the Option in which your society belongs.

5.State: Choose State Name where your Society is situated.

6.District: Choose District Name where your Society is situated.

7.Area: Choose the region either Rural Or Urban where your Society is situated.

8.Tashil/Taluk: Choose the Tehsil where your Society is situated.

10.Pincode: Enter six digit Pin Code of Society Address.

11.Email Id: Enter E-Mail Address of Society. Note : Notifications Related to Society could be sent to this Email Address in Future.

12.Contact no: Enter 10-digit Valid Contact/Mobile Number. Note : Notifications Related to Society could be communicated to this Contact Number in future.

13.Telephone No: Society's Telephone No if Available

14.AGM Month: Choose the Month in which Annual General Meeting of Society will be held.

15.Work Area: Choose the work area of the Society.

16.Select Nyamavali: If Society has its own Nyamavali then Choose Society Own Nyamavali Otherwise Choose Standard Nyamavali.

The objects of the society shall be as under : Add the aim of Society one by one by Clicking on Add Button, if you want to remove any aim then click the red color cross sign.

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7 | Page

PART-2

[Skip to main content](#)[Skip to navigation](#)[EN](#)

+

A

-



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Government of Chhattisgarh

[Home](#)[Logout](#)

SOCIETY ONLINE REGISTRATION FORM

User - NIC Developers
12:55:33 PM

PART 1 **PART 2** **PART 3** **PART 4**

● Current Part ● Incomplete Part ● Completed Part

Member to Committee

- Indicates (*) Mandatory Fields
- Enter House No./name, Land mark, Street in full Address
- Click here for Guideliness to filling the form

S.No.	Details of Society Members							
1	Title	Mr.	Name	A	Relation	S/O		
	Father/Husband name	Y	Address	Balod	State	छत्तीसगढ़	District	Balod
	Area	Rural	Tahsil / Taluk	Balod	Occupation	S	Mobile Number	787878787
2	Title	Mr.	Name	B	Relation	S/O		
	Father/Husband name	Y	Address	balod	State	छत्तीसगढ़	District	Balod
	Area	Rural	Tahsil / Taluk	Balod	Occupation	S	Mobile Number	787845454
3	Title	Mr.	Name	C	Relation	S/O		
	Father/Husband name	Y	Address	using QRCode; using System;	State	छत्तीसगढ़	District	Balod
	Area	Rural	Tahsil / Taluk	Balod	Occupation	S	Mobile Number	4545445445
4	Title	Mr.	Name	D	Relation	S/O		
	Father/Husband name	Y	Address	Balod	State	छत्तीसगढ़	District	Balod
	Area	Rural	Tahsil / Taluk	Balod	Occupation	S	Mobile Number	454545487
5	Title	Mr.	Name	E	Relation	S/O		
	Father/Husband name	Y	Address	Balod	State	छत्तीसगढ़	District	Balod
	Area	Rural	Tahsil / Taluk	Balod	Occupation	S	Mobile Number	4545454545
6	Title	Mr.	Name	F	Relation	S/O		
	Father/Husband name	Y	Address	Balod	State	छत्तीसगढ़	District	Balod
	Area	Select	Tahsil / Taluk	सहस्रौल/वागुन कुनिह	Occupation	S	Mobile Number	7878787878
7	Title	Mr.	Name	G	Relation	S/O		
	Father/Husband name	Y	Address	Balod	State	छत्तीसगढ़	District	Balod
	Area	Rural	Tahsil / Taluk	Balod	Occupation	S	Mobile Number	4545454545

[ADD MORE](#)

Witness

Witness Name * Father/Husband Name Y.S. * Mobile Number * Address Sundar Nagar *

Character left 300

[SAVE](#)

[CLEAR](#)

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PART-3

Skip to main contentSkip to navigationEN



Registrar,Firms and Societies
Government of Chhattisgarh

HomeLogout

SOCIETY ONLINE REGISTRATION FORM

User - NIC Developers
1:16:51 PM

PART 1PART 2PART 3PART 4

Current PartIncomplete PartCompleted Part

Select the Uploaded document related to the society

Indicates (*) Mandatory Fields

Please Upload All Members's Photo, Id Proof & Address Proof one by one

Niyamavali: Please Upload Society Own Niyamavali Scan File.

SNo		
1	View	Delete

Guidelines for Filling the Online Society Registration Part 3 :-

Niyamavali: If you have Chosen Standard Niyamavali then First Download and Print It then fill all the necessary Information and scan it and upload it,else If society having its own niyamavali the simple upload it.

Photo,Id & Address Information of officer Please Upload Society Member Document One By One, For This First Choose member name then choose any one file (ID/Address/Photo) from your system fill the necessary Information and upload it,Similarly upload all the document of all the member.File size for the PHOTO is 50KB,Address: 100KB, Id:100KB.Supported file Extension is .pdf,.png,.gif,jpg,jpeg.

Photo,Id & Address Information of officer

Members

Select

Members Left to Upload :0

Photo

ID

Proof

चुनिए

Number

Number

Address

Proof

चुनिए

Number

Number

SNo	Member Name	View Photo	Delete Photo	View ID	Delete ID	View ADDRESS	Delete Address
1	A	View Photo	Delete	View ID	Delete	View Address	Delete
2	B	View Photo	Delete	View ID	Delete	View Address	Delete
3	D	View Photo	Delete	View ID	Delete	View Address	Delete
4	E	View Photo	Delete	View ID	Delete	View Address	Delete
5	F	View Photo	Delete	View ID	Delete	View Address	Delete
6	G	View Photo	Delete	View ID	Delete	View Address	Delete

[SAVE](#)[CLEAR](#)

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➤ Upload all the necessary documents as required to complete the PART-3

PART-4

Skip to main content Skip to navigation EN

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Government of Chhattisgarh

Home logout

Challan details

User - NIC Developers
1:18:59 PM

PART 1 → PART 2 → PART 3 → **PART 4**

● Current Part ● Incomplete Part ● Completed Part

e challan details

- Indicates (*) Mandatory Fields

धारा 7 के अधीन महिला मण्डल का रजिस्ट्रेशन का शुल्क :- 1000

Select challan type: ☐ e-challan ☒ Manual Challan

Challan No: * Amount: *

Remark: *

Upload Challan: ExportHandler.pdf

Guidelines for Filing the Online Society Registration Part 4 :-

treasury reference number 1.Receive From Treasury Department

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- Enter the payment details in the PART-4

3.2 Registration fees Payment

You can pay the registration fees through eChallan Portal by using the following steps

- i. Go to the website <http://www.cg.nic.in/eChallan> and login

Secure | <https://www.cg.nic.in/eChallan/>

Government of Chhattisgarh
Department of Finance
Directorate of Treasury Accounts and Pensions

e-Challan

[See Rule 64 A & B of Treasury Code (Govt. of Chhattisgarh) (Ver. 2006-16 A & B)]

→ [Payment For TRANSPORT department via echallan will be stopped with effect from 25/06/2015.
For Online payments please visit <http://cgtransport.org>]

Enter Usercode and Password to Login

Usercode
Password
Enter Below Captcha

☒ Single Window Login
Ease of Doing Business

Please Disable PopUp blocker and refresh the page to Sign in [Help](#)
[New User ? Register here](#)
[Forgot Password](#)
[NIC Register](#)

Please clear browser cache before Login

What is eChallan
List of Departments
List of Heads of Account
ePayments
Contact us

Best Viewed in 1024x768 Screen Resolution
Designed & Developed by e-Gov Division, NIC Chhattisgarh State Center, Raipur

- ii. On the welcome page, select “Commerce And Industries” on the department list

cg.nic.in/eChallan/home.jsp

3



Government of Chhattisgarh
Department of Finance
Directorate of Treasury Accounts and Pensions



e-Challan
[See Rule 64 A.64 B of Treasury Code (Govt. of Chhattisgarh)]

User gshukla

- List of Departments
- List of Heads of Account
- ePayments
- Challan History
- Modify User Details
- Change Password
- SignOut

Select Department

☐ Agriculture
☐ Co-operation

☐ Commerce and Industries
☐ Commercial Tax

☐ Culture
☐ Energy Department

☐ Excise
☐ Finance

☐ Food and Civil Supplies
☐ Forest

☐ Higher Education
☐ Home

☐ Jail
☒ Labour

☐ Mineral Resources
☐ Panchyat & Rural Development

☐ Public Health & Family Welfare
☐ Public Health Engineering

☐ Public Works
☐ Revenue

☐ School Education
☐ Sports & Youth Welfare

☐ Stamps and Registration
☐ Water Resources Department

☐ Women and Child Development



[Best Viewed in 1024x768 Screen Resolution](#)
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iii. Fill the form with correct details and press “submit”

Secure | https://cg.nic.in/eChallan/entryform.jsp



Government of Chhattisgarh
Department of Finance
Directorate of Treasury Accounts and Pensions



e-Challan
[See Rule 64 A.64 B of Treasury Code (Govt. of Chhattisgarh)]

User pratik512

Department: Commerce and Industries

Department Code: 11

- Home
- Modify User Details

DISTRICT
OFFICE ADDRESS

NAME OF PAYER*
FLAT/BLOCK NO./HOUSE NO.
NAME OF PREMISES/BUILDING/VILLAGE
ROAD/STREET/LANE
CITY/DISTRICT:
STATE/UT:
PINCODE:
ASSESSMENT YEAR
HEAD OF ACCOUNT*
DESCRIPTION
PURPOSE

66-Raipur_City
6611007-REGISTRAR FIRMS & SOCIETY RAIPUR
REGISTRAR FIRMS & SOCIETY RAIPUR
add1
add2
add3
null
null
Select - Year
1475_00_200_0000_-
-
-
Period Wise * Date Wise
Select - Month - -
Select - Month - -
Select - Bank
07702-22222/9934567890
E MAIL:

If you are facing any problem in respect of Major Head, Please mail us to eChallan.cg@nic.in for necessary ratification. Thanks for your corporation.
All fields marked with * are mandatory.

- On successful payment, you will get a Treasury Reference Number (TRN), which you need to submit on PART-4 of the Society Registration application form to complete the payment process.
- After completion of all PARTS of the application form, Review your filled information in Preview page, if any modification required, Click on Edit of the corresponding section otherwise Submit it for Departmental Process.

Preview Page

[Skip to main content](#)
[Skip to navigation](#)
EN


Registrar, Firms and Societies
Government of Chhattisgarh

[Home](#)
[Logout](#)

SOCIETY PREVIEW
User - NIC Developers
4:00:09 PM

Memorandum of society for registration of societies
[Edit](#)

Society Name	nanjivan	Address	Sundar Nagar
State	छत्तीसगढ़	District	Raipur
Area	Rural	Tahsil / Taluk	Abhanpur
Pincode			
Email Id		Contact no	
Mode of Application	सामान्य	Society Type	ग्रामिण मंडल
AGM Month	जनवरी	Work Area	ग्राम पंचायत स्तर
Niyamawali	सोसायटी के स्वयं का नियमावली		

The objects of the society shall be as under
[Edit](#)

S.No	objective
1	Muhila Mandal

Member Is Committee
[Edit](#)

S.No	Title	Name	Title	Father/Husband name	Address	State	District	Area	Tahsil / Taluk	Occupation	Mobile Number
1	Mr.	A	S/O	Y	Balod	Chhattisgarh	Balod	Rural	Balod	s	787878787
2	Mr.	B	S/O	Y	balod	Chhattisgarh	Balod	Rural	Balod	s	787845454
3	Mr.	D	S/O	Y	Balod	Chhattisgarh	Balod	Rural	Balod	S	4545445487
4	Mr.	E	S/O	Y	Balod	Chhattisgarh	Balod	Rural	Balod	S	4545454545
5	Mr.	F	S/O	Y	Balod	Chhattisgarh	Balod	Rural	Balod	S	7878787878
6	Mrs.	G	W/O	Y	Balod	Chhattisgarh	Balod	Rural	Balod	S	4545454545

Witness
[Edit](#)

Witness Name		Father/Husband Name	YS
Mobile Number		Principal Place of Business	Sundar Nagar

Select the Uploaded document related to the society
[Edit](#)

Niyamawali

SNo	SNo	View
1	Niyamawali	View

Member's Upload(Photo, ID Proof & Address Proof)

SNo	Member Name	View Photo	View ID	View ADDRESS
1	A	View PHOTO	View ID	View Details
2	B	View PHOTO	View ID	View Details
3	D	View PHOTO	View ID	View Details
4	E	View PHOTO	View ID	View Details
5	F	View PHOTO	View ID	View Details
6	G	View PHOTO	View ID	View Details

सोसायटी का शायन को प्रिंट करे , आवश्यक स्थान पर संबंधितों का हस्ताक्षर करवाकर स्कैन कर पीडीएफ डॉक्यूमेंट बना कर अपलोड करे = [Print Society Syapan](#)

सोसायटी का शायन स्कैन डॉक्यूमेंट को चुने :

[Browse...](#)
No file selected.
[Upload](#)

Bank challan details (Manual Challan)
[Edit](#)

Ref Number	Amount	Purpose	Document
122333	350	fine	
3232323	650	ok	

[EDIT](#)
[SUBMIT](#)

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3.3 Incomplete Applications

Skip to main content Skip to navigation EN

Registrar, Firms and Societies
Government of Chhattisgarh

Home logout

Society Dashboard User - NIC Developers 4:01:31 PM

Society Registration	Society Rules/Name Change
Click here to register new society.	Click here to change society rules/name.
Incomplete Applications 1	Incomplete Applications 0
Pending Applications 1	Pending Applications 0
Objection/Clarification 0	Objection/Clarification 0
Rejected Applications 0	Rejected Applications 0
Approved Applications 0	Approved Applications 0

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- Applications, which are not completed in all aspects, are saved as draft, which are available under incomplete applications link as shown above.
- After getting the list, select the incomplete application to complete the remaining part of the application.

3.4 Status Tracking of the Application

Skip to main content Skip to navigation EN

Registrar, Firms and Societies
Government of Chhattisgarh

Home logout

Society Dashboard User - NIC Developers 4:01:31 PM

Society Registration	Society Rules/Name Change
Click here to register new society.	Click here to change society rules/name.
Incomplete Applications 1	Incomplete Applications 0
Pending Applications 1	Pending Applications 0
Objection/Clarification 0	Objection/Clarification 0
Rejected Applications 0	Rejected Applications 0
Approved Applications 0	Approved Applications 0

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- User can Track status of his submitted application in his Dashboard as shown above.

3.5 Objection/Clarification

Registrar, Firms and Societies
Government of Chhattisgarh

Home Logout

User - NIC Developers
4:01:51 PM

Society Dashboard

Society Registration

[Click here to register new society.](#)

Incomplete Applications	1
Pending Applications	1
Objection/Clarification	0
Rejected Applications	0
Approved Applications	0

Society Rules/Name Change

[Click here to change society rules/name.](#)

Incomplete Applications	0
Pending Applications	0
Objection/Clarification	0
Rejected Applications	0
Approved Applications	0

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- Objection/Clarification raised by the department will be shown in Objection/Clarification link.
- User need to submit his reply with required documents to further process.

3.6 Rejected Applications

Registrar, Firms and Societies
Government of Chhattisgarh

Home Logout

User - NIC Developers
4:01:51 PM

Society Dashboard

Society Registration

[Click here to register new society.](#)

Incomplete Applications	1
Pending Applications	1
Objection/Clarification	0
Rejected Applications	0
Approved Applications	0

Society Rules/Name Change

[Click here to change society rules/name.](#)

Incomplete Applications	0
Pending Applications	0
Objection/Clarification	0
Rejected Applications	0
Approved Applications	0

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- Applications, which are rejected can be seen in the Rejected Application link as show above.

3.7 Issued Certificate

Skip to main content Skip to navigation EN

 **Registrar, Firms and Societies**
Government of Chhattisgarh

Home logout

Society Dashboard User - NIC Developers 4:01:51 PM

Society Registration	Society Rules/Name Change
Click here to register new society.	Click here to change society rules/name.
Incomplete Applications 1	Incomplete Applications 0
Pending Applications 1	Pending Applications 0
Objection/Clarification 0	Objection/Clarification 0
Rejected Applications 0	Rejected Applications 0
Approved Applications 0	Approved Applications 0

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- After the approval of his application, user can view and download the digitally signed certificate from Approved Application link as shown above.

3.8 Sample Digitally Signed Certificate

http://rfas.cg.nic.in/ Generated on : 17/07/2017 01:24:40 PM

पुरुष - दो
(निष्ठा - 6 देखिये)
छत्तीसगढ़ शासन



सोसायटी के रजिस्ट्रेशन का प्रमाण पत्र

क्रमांक: 122 संदर्भ क्रमांक: 335

यह प्रमाणित किया जाता है कि [REDACTED] रजुकेशन एंड वेल्फेयर सोसायटी छत्तीसगढ़ सोसायटी जो श्री अभि राज सिंह ठाकुर गली दीवान पारा वार्ड नंबर २४ राजनांदगांव तहसील Rajnandgaon जिला Rajnandgaon में स्थित है, छत्तीसगढ़ सोसायटी रजिस्ट्रेशन अधिनियम, 1973 (क्रमांक 44 सन् 1973) के अधीन तारीख 17/07/2017 को रजिस्ट्रीकृत की गई है।

(डी डी महन्त)
समितियों के डिप्टी रजिस्ट्रार

This is computer generated certificate. This certificate can be verified online at <http://rfas.cg.nic.in/> through Certificate No. and Date of Registration

Signature valid
Digitally signed by DIGAMBER DAS MAHANT
Date: 2017.07.17 01:24:40 GMT
Reason: Certified to be a TRUE COPY of the digitally published ROR

Page 1 of 1

3.9 Departmental Processing

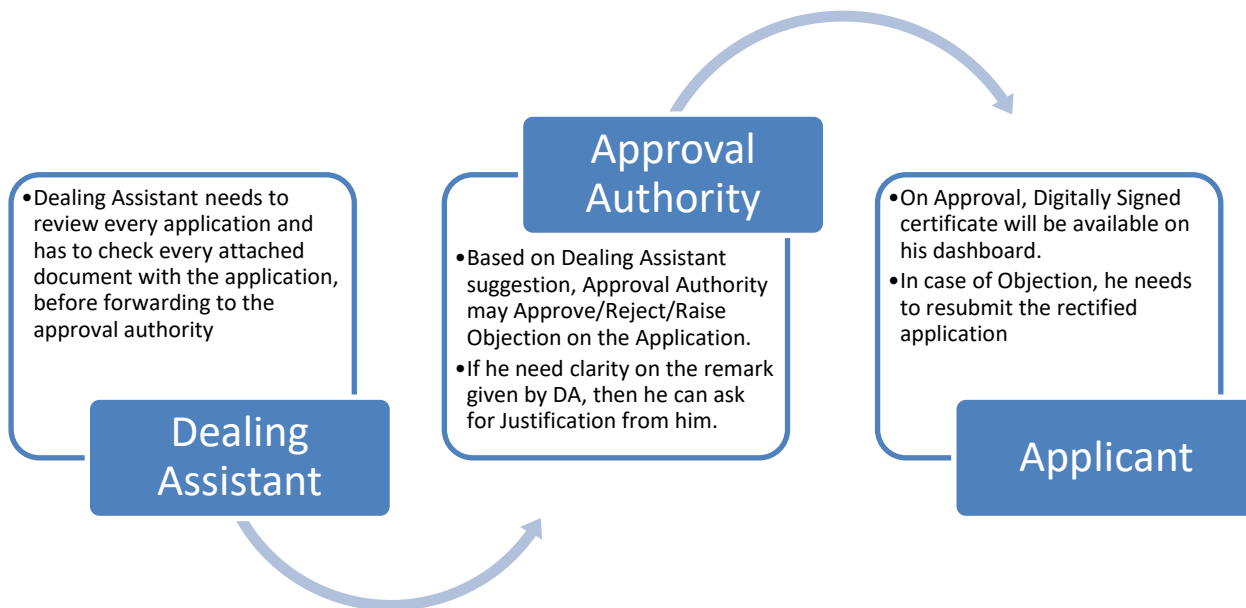
- Based on the working of Societies, Their applications are handled by two different levels of offices-

1. State Level:

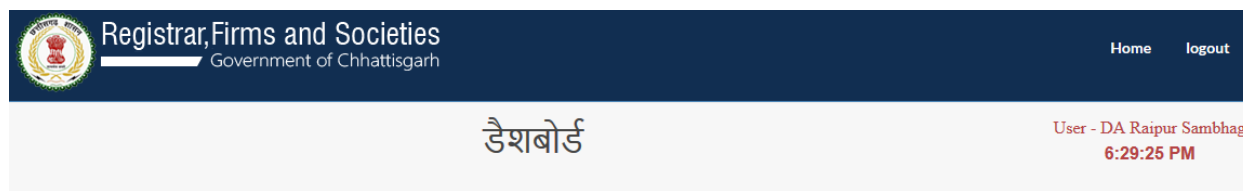
Societies whose working area is more than one division.

2. Division Level:

Divisional office handles society applications whose working area is limited to their corresponding divisions.



- Dealing Assistant has the following options as shown in the figure below.



Firm Application	Society Application
Approve 121	Approve 171
Forward 0	Forward 11
Need Justification 0	Need Justification 1
Objection/Clarification 30	Objection/Clarification 112
Pending 10	Pending 38
Reject 0	Reject 1

I. Pending:

- When Dealing Assistant will Login, all the First time submitted applications can be found in the pending link as shown below.

II. Forward:

- Dealing Assistant will give suggestions as shown above in the figure for the applications which are in the forward link as shown above.

III. Need Justification:

- Dealing Assistant will give suggestions as shown above in the figure for the applications which are in the need justification link as shown above.

IV. Approve, Reject and Objection/Clarification :

- All approved and rejected applications and applications with objections can be seen under their corresponding links.
- By clicking on any of the above links, details of the corresponding application will be listed as shown below.

The screenshot shows the official portal of the Registrar, Firms and Societies, Government of Chhattisgarh. The header includes navigation links like 'Skip to main content' and 'Skip to navigation', along with a language selector set to 'EN'. The user is logged in as 'User - DA Raipur Sambhag' at '10:48:30 AM'. The main content area is titled 'Society Detail' and shows 'Total Records : 2 (Page : 1 to 1)'. A table lists two applications with columns for क्रमांक (Serial No.), Provisional No., Society Name, Society Type, Application Date, Society Address, Proceed, and Action. The 'Action' column contains 'Preview' and 'Action' buttons for each record. The 'Action' buttons are circled in red.

क्रमांक	Provisional No.	Society Name	Society Type	Application Date	Society Address	Proceed	Action
1	1201705426	Ka[redacted] Raipur	Normal Society	27/06/2017	raipur	Preview	Action
2	1201701852	na[redacted]	Mahila Mandal	30/06/2017	Sundar Nagar	Preview	Action

- By clicking on the Action button, corresponding application details can be seen. Dealing Assistant has to verify the documents and provide suggestions for (Approval, Rejection or Objection/Clarification) by filling the mandatory details as shown below.



सोसायटी विवरण					
सोसायटी का नाम -	KRISHNA [REDACTED] JH				
संस्था का प्रकार -	[REDACTED] समूह				
नियमावली	सोसायटी के स्वयं का नियमावली				
संस्था का कार्य क्षेत्र -	विज्ञा संतर				
आवेदन का प्रकार -	सामान्य				
वार्षिक सामान्य बैठक माह -	जून				
पता -	[REDACTED] COLONY RAIPUR TEHSIL AND DIST RAIPUR CHHATTISHGARH				
	राज्य : छत्तीसगढ़ , जिला : Raipur , क्षेत्र : ग्रामीण/नगरपालिका : Raipur				
	पिनकोड : 492001 , संपर्क नंबर : 989 [REDACTED] , ईमेल आईडी : m [REDACTED] 31@gmail.com				
कार्यवाही विवरण					
वर्तमान स्थिति -	Pending				
अधिकारी	DA Raipur Sambhag , (Dealing Assistant)				
No Action Found					
Verification					
स.क्र.	वर्ण	हाँ	नहीं	टिप्पणी	
1	क्या सोसायटी की सामान्य जानकारी सही है ?	☐	☐	टिप्पणी दर्ज करें	
2	क्या सोसायटी का उद्देश्य उचित है ?	☐	☐	टिप्पणी दर्ज करें	
3	क्या समिति के सदस्य सही है ?	☐	☐	टिप्पणी दर्ज करें	
4	क्या साझे की जानकारी सही है ?	☐	☐	टिप्पणी दर्ज करें	
5	क्या ई-चालान/मैनुअल चालान सही है ?	☐	☐	टिप्पणी दर्ज करें	
6	क्या सभी डाक्यूमेंट्स सही अपलोड किया गया है ?	☐	☐	टिप्पणी दर्ज करें	
Documents					
■	SNo	Member Name	View Photo	View ID	View ADDRESS
☐	1	KH [REDACTED]	देखें	देखें	देखें
☐	2	PH [REDACTED] MA	देखें	देखें	देखें
☐	3	RA [REDACTED]	देखें	देखें	देखें
☐	4	RU [REDACTED] ERMA	देखें	देखें	देखें
☐	5	S [REDACTED] SHAD	देखें	देखें	देखें
☐	6	S [REDACTED] N	देखें	देखें	देखें
☐	7	SUK [REDACTED] U	देखें	देखें	देखें
■	SNo	file_Name	उपलब्ध		
☐	1	Society Gyapan	देखें		
☐	2	Niyamavali	देखें		
कार्यवाही करें					
Action:	Select Select For Approval For Objection/Clarification For Rejection				
Remark/Action:	* कबे हुए अक्षर 2000 सुरक्षित करें				

- Once the documents has been verified, remark has to be provided by Dealing Assistant for its suggestions i.e. (Approval, Rejection or Objection /Clarification) as shown above and then application will be transferred to its corresponding Assistant Registrar.

- Applications which are sent for Approval, Rejection or Objection/Clarification by dealing assistant can be seen in Assistant Registrar's dashboard are shown below.

The screenshot shows the Assistant Registrar's dashboard for the Government of Chhattisgarh. The dashboard is titled 'दैनिकी' (Daily) and displays two main sections: 'Firm Application' and 'Society Application'. Each section has a list of application statuses with corresponding counts.

Application Status	Firm Application Count	Society Application Count
Approve	2	16
For Approval	0	3
For Objection/Clarification	0	0
For Rejection	0	0
Objection/Clarification	5	26
Reject	0	0
Replied Application	1	1

- By clicking on any of the links, corresponding applications are listed as given below.

The screenshot shows the 'Society Detail' page. It displays a table with one record. The 'Action' button for this record is circled in red.

Provisional No.	Society Name	Society Type	Application Date	Society Address	Processed	Action
1	1201701852	na	Mahila Mandal	30/06/2017	Sundar Nagar	Preview Action

- By clicking on the Action button, details of the application can be seen. Assistant Registrar will be able to take action as per the suggestion of dealing assistant and ask for justification of the suggestions provided as shown in the figure below.



सोसायटी विवरण					
सोसायटी का नाम -	M	BANGH CG			
संस्था का प्रकार -	स	टी			
नियमावली	सोसायटी के स्वयं का नियमावली				
संस्था का कार्य क्षेत्र -	संपूर्ण छत्तीसगढ़				
आवेदन का प्रकार -	सामान्य				
वार्षिक सामान्य बैठक माह -	मई				
पदा -	ग्राम	73			
	राज्य : छत्तीसगढ़ , जिला : Dhamtari , क्षेत्र : Rural , तहसील/तालुका : Dhamtari				
	पिन	मेल आईडी :			
कार्यवाही विवरण					
वर्तमान स्थिति -	Pending				
अधिकारी	R.R. Rajbhanu , (Assistant Registrar)				
Officer	Action	Action Date			
D.D. Mahant / Deputy Registrar	For further action...	05/10/2017			
DA State Society / Dealing Assistant	---	05/10/2017			
Submitted Opinion					
सं.क्र.	वर्ण	हाँ	नहीं	टिप्पणी	
1	क्या सोसायटी की सामान्य जानकारी सही है ?	☒	☐	text remark 1	
2	क्या सोसायटी का उद्देश्य उचित है ?	☒	☐	text remark 2	
3	क्या समिति के सदस्य सही है ?	☒	☐	text remark 3	
4	क्या साझे की जानकारी सही है ?	☒	☐	text remark 4	
5	क्या ई-वालायत/मैनुअल वाला सही है ?	☒	☐	text remark 5	
6	क्या सभी डॉक्यूमेंट्स सही अपलोड किया गया है ?	☒	☐	text remark 6	
Documents					
	SNo	Member Name	View Photo	View ID	View ADDRESS
☐	1	अ	देखें	देखें	देखें
☐	2	टी	देखें	देखें	देखें
☐	3	जय	देखें	देखें	देखें
☐	4	नर	देखें	देखें	देखें
☐	5	र	देखें	देखें	देखें
☐	6	र	देखें	देखें	देखें
☐	7	रि	देखें	देखें	देखें
	SNo	file_Name	उपलब्ध		
☐	1	Society Gyapan	देखें		
☐	2	Niyamavali	देखें		
कार्यवाही करें					
Action:	Select Select Approve Need Justification				
Remark/Action:	* बड़े हुए अक्षर 2000 सुरक्षित करें				

- Remark has to be provided by Assistant Registrar against its action.
- On selecting approve preview of the certificate appears as shown below in the figure.

प्रारूप - दो
(निम्न - 6 देखिये)

छत्तीसगढ़ शासन



सोसायटी के रजिस्ट्रेशन का प्रमाण पत्र

क्रमांक: 1218 संदर्भ क्रमांक: 216

यह प्रमाणित किया जाता है कि नगर सोसाइटी रायपुर सोसायटी जो द्वारा श्रीमती परवीन का मकान क्रमांक 04, न टावर के पास, जवा, रायपुर छत्तीसगढ़ तहसील Raipur जिला Raipur में स्थित है, छत्तीसगढ़ सोसायटी रजिस्ट्रेशन अधिनियम, 1973 (क्रमांक 44 सन् 1973) के अधीन तारीख 09/10/2017 को रजिस्ट्रीकृत की गई है।




आर. आर. रावभानू
समितियों के असिस्टेंट रजिस्ट्रार
रायपुर सम्भाग

This is computer generated certificate. This certificate can be verified online at <http://rfas.cg.nic.in/> through Certificate No. and Date of Registration

सर्टिफिकेट जारी करें

- To generate the certificate, Assistant Registrar needs to connect his/her digital signature pen drive and click on the button as shown above in the figure.

3.10 Timeline

- Timeline for Society Registration is 30 days. ([Click here for reference document](#))

3.11 Checklist

- Following documents are required for Registration of Society
 1. Photo of members
 2. ID proof of members (like Aadhar, Driving License, Pan Card, Passport, Voter ID)
 3. Address proof of members (like Aadhar, Bank Passbook, Telephone Bill, Electricity Bill, Voter Id, Driving License)
 4. Niyamawali and Gyapan of society