Renewal of registration

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Q1. Whether the certificate of registration is to be renewed?

Yes, As per Section 16 of FCRA, 2010 every person who has been granted a certificate of registration under Section 12 thereof shall have such certificate renewed within six months before the expiry of the period of the certificate.

Q2. What is the process for renewal of registration?

Associations which desire to renew their registration certificate shall apply online only in Form FC3C within 6 months before the expiry of their existing registration certificate. After successful payment of fees only, the application is deemed to have been completed.

Q3. When should an Association which has been granted registration under FCRA 2010 apply for renewal of registration?

In terms of Rule 12 (2) of FCRR, 2011, an Association registered under FCRA should apply in Form FC-3C for renewal of its registration six months before the date of expiry of the certificate of registration.

Q4. What are the requirements by the applicant for renewal of registration?

Darpan id, verification of aadhaar number of each member, details of FCRA account of SBI, Main Branch New Delhi, signature of Chief Functionary, seal of the association, registration certificate of the association, Memorandum of Association/ Trust Deed, FCRA Registration Certificate of association issued by MHA and affidavit in prescribed proforma AA to be executed by each member individually on Non- Judicial Stamp Paper of Rs. 10 attested by Notary Public or 1st Class Magistrate are to be uploaded for renewal of registration.

Q5. What happens if the association does not apply for renewal of registration?

The existing registration under FCRA, 2010, will cease from the date of completion of the period of five years from the date of grant of registration and will not be eligible for receipt & utilization of foreign contribution. In such a case, the association has to apply afresh for grant of registration.

Q6. What are the Statutory Compliances before seeking renewal of registration?

The person/associations must have filed all previous ARs, Darpan ID, aadhaar number of each member and designated “FCRA Account” in SBI, Main Branch New Delhi. Filing of AR is mandatory for even ‘NIL’ FC receipt.

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