

### FORM FC-3A

(See clause (a) of sub-rule (1) of rule 9)

No. \_\_\_\_\_

Date. \_\_\_\_\_

Darpan ID \_\_\_\_\_

The Secretary to the Government of India, Ministry of Home Affairs,  
Foreigners Division (FCRA Wing)  
New Delhi-110002

Subject: – Application for ‘registration’ under sub-section (1) of section 11 of the Foreign Contribution (Regulation) Act, 2010 (42 of 2010) for the acceptance of foreign contribution by an Person/association having definite cultural, economic, educational, religious or social programme:

Sir,

I/We (name of person/association), as an individual/ Hindu undivided family / person/association / company registered under Companies Act 1956 / Companies Act, 2013, furnish the following details and apply for approval of the Central Government for the acceptance of foreign contribution under sub-section (1) of section 11 of the Act for registration.

1. Expenditure incurred in last three years towards activities for which registration applied for [See clause (b) of sub-section (4) of section 12 of the Act]: (Rs):
2. Details of the applicant/person/association:
  - (a) Name in full:
  - (b) Address:
  - (c) Telephone number of the person/association (with STD code):
  - (d) e-mail address of the person/association:
  - (e) official website address, if any:
  - (f) Telephone number (with STD code) and mobile number of the chief functionary:
3. Details of registration:
  - (a) Name of the Act (*i.e.* the Societies Registration Act, 1860, the Indian Trust Act, 1882, the Companies Act, 1956 / the Companies Act, 2013) under which the person/association is registered:
  - (b) Number, date and place of registration:  
  
(self-certified copy of the registration certificate to be enclosed):
  - (c) PAN (Permanent Account Number) of the person/association:
4. Nature of the person/association:
  - (a) religious (b) cultural (c) economic (d) educational (e) social

**Note:** If a religious person/association, state whether (a) Hindu (b) Sikh (c) Muslim (d) Christian (e) Buddhist (f) Others.

5. Main aim(s) and object(s) of the person/association  
  
(enclose self-certified copy of the memorandum of person/association and/or the articles of person/association):

6. (a) Details of all office bearers or directors or other key functionaries of the person/association:

Name	Name of father/spouse	Nationality	Aadhaar number	PAN	Occupation	Designation in the person/association	Relationship with other member(s) of the executive council / governing body / office bearers	Contact details: Office address; residential address; e-mail; landline no.; mobile no.
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

(a) If any of the above is a foreigner (including PIO/OCI card holder), details thereof:

Name	Date and place of birth	Passport number	Address in the foreign country	Whether a person of Indian origin	PIO/OCI card number, if any	If resident in India, date from which Residing in India
(1)	(2)	(3)	(4)	(5)	(6)	(7)

7. Amount of fee paid (Rs.):

8. Whether any current office bearers or directors or other key functionaries of the person/association has, in the discharge of his/her official functions or private conduct:

(a) been convicted by any court of law:

(b) under prosecution for any offence pending against him:

(c) been found guilty of diversion or mis-utilisation of funds of the person/association or any other Person/association in the past:

(d) has been prohibited from accepting foreign contribution:

(e) is a current key functionary of any other person/association:

(f) is a current key functionary of any other person/association against whom an order under sections 13 or 14 of the Foreign Contribution (Regulation) Act, 2010 (42 of 2010) has been passed:

**Note:** If any of the replies to (a) to (f) above is “yes”, then full details of the case must be given.

9. Whether the applicant person/association:

(a) is a branch / unit / associate of a foreign based organisation or another person/association already registered or granted prior permission under the Act. If so, name, address of the organisation and registration number/ prior permission number and date:

(b) attracts section 10 of the Act and if so, details of the order passed by the Central Government under sub-section (3) of section 11 of the Act:

(c) has been directed in terms of clause (d) of section 9 of the Act to seek prior permission by the Central Government. If so, the number and date of the relevant order:

(d) had earlier been proceeded against as per provision of the Foreign Contribution (Regulation) Act, 1976 (49 of 1976) or the Foreign Contribution (Regulation) Act, 2010 (42 of 2010), if so, the details thereof:

10. Details of "FCRA Account" for receipt of foreign contribution:

Name of the Bank	Branch address (with PIN code)	e-mail	IFSC Code	Account Number	Date of account opening
(1)	(2)	(3)	(4)	(5)	(6)
State Bank of India	New Delhi Main Branch, 11, Sansad Marg, New Delhi-110001.		SBIN0000691		
Another "FCRA Account", if any					

11. (i) (a) If granted prior permission in past to receive foreign contribution, number and date of sanction:

(b) Date of submission of yearly accounts thereof:

(ii) Whether:

(a) the person/association has received foreign contribution without prior permission in the past. If so, furnish full particulars:

(b) said violation has been condoned/ compounded by the Central Government, if so, the number and date of the relevant order:

(c) person/association has been prohibited from accepting foreign contribution, if so, details thereof:

12. Whether:

(i) the person/association had applied for registration under the Foreign Contribution (Regulation) Act, 1976 (49 of 1976) or the Foreign Contribution (Regulation) Act, 2010 (42 of 2010) in the past, and if so details thereof:

(ii) the person/association had applied for prior permission under the Foreign Contribution (Regulation) Act, 1976 (49 of 1976) or the Foreign Contribution (Regulation) Act, 2010 (42 of 2010) in the past, and if so, details thereof:

(iii) the person/association has close links with any another person/association, or its unit or branch, which has been:

(a) refused registration / prior permission:

(b) prohibited from accepting foreign contribution:

(c) suspended or whose registration has been cancelled:

(d) if answer to any of (a) to (c) is yes, please give full particulars:

(iv) the person/association was already registered under the Foreign Contribution (Regulation) Act, 2010 and the registration is cancelled/ deemed to have been ceased, if so, details thereof:

(a) Registration No. \_\_\_\_\_

(b) Date of registration \_\_\_\_\_

(c) Annual returns submitted (year-wise):

Yours faithfully,

[Name of the chief functionary

(Chairperson/President/Secretary/CEO/MD) in block letters]

(Seal of the person/association)

### **Declaration and Undertaking**

(a) I/We (name of person/association)\_\_\_\_\_, hereby declare that the information furnished above is true and correct;

(b) I/ We (name of person/association)\_\_\_\_\_, undertake that the receipt of foreign contribution and its utilisation shall not be violative of any of the provisions of the Foreign Contribution (Regulation) Act, 2010 (42 of 2010) and the rules, notifications or orders issued thereunder from time to time; and

(c) I/ We (name of person/association)\_\_\_\_\_, hereby certify that the office bearers and key functionaries and members fulfill all the eligibility criteria laid out in sub-section (4) of section 12 of the Foreign Contribution (Regulation) Act, 2010 and an affidavit executed by each office bearer and key functionary and member in Proforma 'AA' is uploaded with this application form

Place:

Date:

[Name of the chief functionary

(Chairperson/President/Secretary/CEO/MD) *in block letters*]

(Seal of the Organisation/person/association)

“Note: Applicant seeking registration shall enclose the following documents, namely: -

(a) financial statements and audit reports of the last three financial years, including the statement of assets and liabilities, receipts and payments account, and income and expenditure account;

(b) if the audit reports and financial statements do not contain activity-wise expenditure for the last three financial years, a chartered accountant's certificate in the format available on the website of Ministry of Home Affairs at <https://fcraonline.nic.in> specifying the activity-wise amount spent by the association, duly reconciled with the income and expenditure account and the receipt and payment account;

(c) year-wise activity reports of last three years;

(d) affidavit in proforma “AA” for each person mentioned in serial number 6 above;

(e) in case the association is engaged in publication-related activities or if publication activities are among its aims and objectives as stated in the Memorandum of Association or trust deed, an undertaking from the Chief Functionary regarding compliance with section 3(1)(g) of the Foreign Contribution (Regulation) Act, 2010 (42 of 2010), in the format available on the website of Ministry of Home Affairs at <https://fcraonline.nic.in>;

(f) if the publication of the association is registered with the Registrar of Newspaper for India, a “Not a Newspaper” certificate from the Registrar of the Newspaper for India shall be submitted in the format available on the website of Ministry of Home Affairs at <https://fcraonline.nic.in>;

(g) if the association was previously registered under the Foreign Contribution (Regulation) Act, 2010 (42 of 2010), an affidavit regarding receipt and utilisation of foreign contribution after expiry or cancellation of registration certificate shall be submitted in the format available on the website of Ministry of Home Affairs at <https://fcraonline.nic.in> and a copy of the FCRA designated and utilisation bank account statements from the date of expiry or cancellation till date, duly certified by an officer of the bank;

(h) if the expenditure on aims and objects is less than 15 lakhs in last three financial years, an affidavit regarding the inclusion of capital investments under rule 9(1)(f)(ii) in the format available on the website of Ministry of Home Affairs at <https://fcraonline.nic.in>.”.