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APPLICATION FOR PREPARATION OF THE PROPOSAL FOR 12A & 80G

ABOUT PROVISION OF 12A & 80G

An NGO can avail income tax exemption by getting itself registered and complying with certain other formalities, but such registration does not provide any benefit to the persons making donations. The Income Tax Act has certain provisions which offer tax benefits to the "donors". All NGO's should avail the advantage of these provisions to attract potential donors. Section 80G is one of such sections. If an NGO gets itself registered under section 80g then the person or the organisation making a donation to the NGO will get a deduction of 50% from his/its taxable income. If an ngo gets registered under 12A and 80g, then only it is applicable for any government funding. A newly registered ngo can also apply for 80g registration. The following documents are required for 80g registration.

Suvidha Seva Kendra

Unit No. 407/408, Mastermind Bldg. No.1, IT Park , Royal Palms, Mayur Nagar, Aarey Colony, Goregaon (East)-Mumbai- 400 065

Contact No.: 022-28722144/45/46/47/09272530288/09270360348/09209637031/09209637630/09209637727

Website : www.sskindia.in • E-mail- ssk111mumbai@gmail.com

APPLICATION FOR PREPARATION OF THE
PROPOSAL FOR 12A & 80G

To,
The Managing Director,
Suvidha Seva Kendra,
Unit No. 407/408, Mastermind Bldg. No.1, IT Park , Royal Palms, Mayur Nagar,
Aarey Colony, Goregaon (East)-Mumbai- 400 065.
Contact No.: 09272530288, 09270360348, 09545152888, 09545718111

Subject :- Requirement About Technical Support for preparation of Proposal For 12a & 80g

Respected Sir/Madam,

Our organization required technical support to propose for Preparation of 12A and 80G Our organization is ready to pay the not refundable consulting charges of consultancy and service charge of Suvidha Seva Kendra's, service for technical support for preparing this proposal,

Detail information of our organisation is as follows. (**Indicates compulsory information)

Name of the Organisation. **									
Full correspondence Address. **									
Pin code. **	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>								
E-mail ID (If possible)									
Registration no. of the Organisation.**									

Date of Registration **			
Contact Person Detail **	Name(Surname First) _____		
	Designation concern to organization _____		
Mobile No.	0		
Telephone No.(If any)	0		
Fax No.(If any)	0		
	0		
Area of operation of organization.(Karykshetra)**			
Nearest Railway Station**			
Name of the Bank and Branch of the bank, of Organisation. **			
Bank Account No.**			
Name and Designation of Chief Functionary. (officebearer-keyperson)**			
Details of demand Draft (For Service Charges of Both 12a & 80g)	Name Of the Bank _____		
Demand Draft amount	Amount in words	Demand Draft No.	Name of the Bank & Branch
₹ 40,000/-	Fourty Thousand Only		

UNDERTAKING ON NON JUDICIAL STAMP WORTH RS.100/-

UNDERTAKING FOR SERVICE OF SUVIDHA SEVA KENDRA

We the president and secretary of the ,organization mentioned as follows ;

Name of the organization ;- _____

Address :- _____

We hereby solemnly undertaking on behalf of the above mentioned organization that we are applying to suvidha seva Kendra , That ; we have knowledge about the service charges of consulting and technical support are totally not refundable and free from claim of assurance means the Suvidha seva Kendra is only technical support and consulting service providing firm and not responsible for any type of rejection that which we have knowledge about all the eligibility norms of the said scheme. Suvidha seva Kendra is not responsible for the drastic major or minor change in the government scheme during the compliance of the work from today and we do not claim about refund the sum paid for the same service. Fulfilment of the uncompleted documents or any type of queries if necessary of any project proposal /campaign/services that we are responsible to fulfil it within 10 days after received letter or message by any means of communication e.g. telefax, mobile, E-mail etc in case of delay to compliance of the queries or fulfilment of the document that late charges Rs.10/-/day we will pay to suvidha seva Kendra and in case of delay suvidha seva Kendra is not responsible for any type of loss due delay of fulfilment of documents required for the govt. Scheme. We are not expending any type of funds before sanction from the government's competent authority. Jurisdiction for any type of litigation must be Mumbai, Dindoshi.

Date:

Place : - Goregaon (E), Mumbai

Seal of organization

signature

List of Documents attached here with the Application

Sr.No.	Name of documents	Checklist Please tick (✓) when the document is enclosed.
1.	Attested Copy of the Registration Certificate.	
2.	Attested copy of MOA & Bye-laws.	
3.	List of current Managing Committee with their Name, address, age, occupation, members duly attested .	
4.	If organization is registered before 3 years please attach the audit report of last year. If organization is newly registered not necessary to attach audit report.	
5.	If organization is registered before 3 years please attach the annual report of last year. If organization is newly registered not necessary to attach annual report.	
6.	Photo Copy of the Pan Card of the Organization.	
7.	Bank Statement of Bank Account of the Organization.	
8.	Demand Draft Worth Rupees Fourty Thousand Only in favour of, “Suvidha Seva kendra A/C No. 50200006865835” payable at Mumbai worth ₹ :- 40,000/- as per consulting and Technical Support Charges	

Date :

Seal of organization

signature

Chairman/President Secretary