

Application form for change of name/address

[Application form for seeking change in the **name/address** of the association granted registration/prior permission under FCRA.

No.....

Date.....

To

The Secretary to the Government of India
Ministry of Home Affairs, Jaisalmer House,
26, Man Singh Road, New Delhi-110 011

Subject : Application for change in the name/address of association registered/granted prior permission under Foreign Contribution (Regulation) Act.

Sir,

I _____ on behalf of the Association, whose details are given below, apply for change in the name/address of association registered/granted prior permission under the Foreign Contribution (Regulation) Act, 1976/ Foreign Contribution (Regulation) Act, 2010.

1. Name of the association and its complete postal address:

Existing

Proposed

Name :
Address :
Town/City :
District :
State :
PIN Code :
Phone/Fax No.:
e-Mail :

2. FCRA Registration No./Prior Permission letter No..... dated.....
(copy of the registration/prior permission letter to be enclosed)

3. Nature of Association:

(a) religious (b) cultural (c) economic (d) educational (e) social

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

4. Name and addresses of the members of the Executive Committee/Governing Council etc. of the association, including the Chief functionary in the following manner:

Sl N o.	Name	Name of Father/ Husband	Nationality	Occupation	Office held in the association	Relationship with office bearers, if any	Address
1	2	3	4	5	6	7	8

5. Please indicate date of submission of Annual FC-3 return of last 3 years
6. Please indicate whether the Association is functioning as editor, owner, printer or publisher of a Publication required to be registered as 'newspaper' under the Press and Registration of Book Act, 1867. If so, the details thereof.

	Year	Date
1.		
2.		
3.		

7. Please indicate whether the association has close links with another association, or its unit or branch which has been-
- (a) refused registration under the Act;
- (b) prohibited from accepting foreign contribution.
8. Please indicate-
- (i) The name and address of the branch of the Bank through which foreign contribution is received.
- (ii) Please specify the designated Bank account number in the said branch of the bank.
9. Justification for proposed change

Yours faithfully,

Signature of the Applicant
(Name of the Chief Functionary or authorised office bearer)
(with the seal of the association)

Declaration and Undertaking

I hereby affirm that the information furnished above is correct.

Place:

Date:

Signature of the Applicant
(Name of the Chief Functionary or authorised office bearer)
(with the seal of the association)

Instructions:

- Fill in all the details carefully and correctly.
- Strike off columns which are not applicable.
- Following documents are to be attached with the application:-
 - Resolution of Governing Body for proposed change of name/address;
 - Copy of letter granting Registration Number;
 - Copy of revised certificate of Registration under Societies Act/Trust Act/Companies Act, whichever is applicable, in the case of change of name request.