



# Sample Registration Certificate

<b>ANNEXURE: 2</b>	<b>Sample Registration Certificate</b>		
<b>CHAPTER: 1</b>	<b>Licensing and Registration</b>		
<b>MONTH CREATED</b>	<b>December 2024</b>	<b>NEXT REVIEW</b>	<b>December 2026</b>
<b>CHAPTER CODE</b>	<b>LAR</b>	<b>VERSION</b>	<b>1</b>
<b>PREPARED BY</b>	<b>Pankaj Mehrotra</b>	<b>UNDER REVIEW</b>	<b>Yes</b>

## Registration Certificate & Documentation for Senior Citizens Care Home

<p>GOVERNMENT OF ANDHRA PRADESH DEPT. FOR WELFARE OF DIFFERENTLY ABLED &amp; SENIOR CITIZENS VIZIANAGARAM DISTRICT</p>  <p><b>CERTIFICATE OF REGISTRATION</b> ( of 2022 )</p> <p>I hereby certify that 'A HOME ' PINAVEMALI VILLAGE, VIZIANAGARAM, run by ASSOCIATION FOR BRIGHT COMMUNITY DEVELOPMENT SOCIETY is a Non-Governmental Voluntary Organization registered under Societies Registration Act XXI of 1860 with registration No. 362/2012 of District Registrar, RAJAHMUNDY District, is registered as per rule 19 of 'the Andhra Pradesh Maintenance and Welfare of Parents and Senior Citizens Rules 2011' (G.O. Ms. No. 49, Department for Women, Children, Disabled and Senior Citizens [DW], Dated.28.12.2011), with a validity of three years from the date of registration.</p> <p>The Certificate is issued on the <b>ONE NINE DAY</b> of <b>OCTOBER</b> <b>TWO THOUSAND TWENTY TWO.</b></p>  <p>Assistant Director, Welfare of Differently Abled Transgender &amp; Sr. Citizens, Vizianagaram District.</p> <p>19/10/22</p>	<table border="1"> <thead> <tr> <th>Sr.No.</th> <th>Documents required</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>NGO registration document</td> </tr> <tr> <td>2</td> <td>NGO Memorandum of Association (MOA)</td> </tr> <tr> <td>3</td> <td>Valid Registration certificate for the project ( License from the District Authorities)</td> </tr> <tr> <td>4</td> <td>Annual Report for the year for which GIA is sought</td> </tr> <tr> <td>5</td> <td>Audited Statement of Accounts (Income-Expenditure Statement, Receipt-payment statement, Balance sheet, audit report of CA) If current year GIA is proposed, audited accounts of previous year are required. In case GIA of previous year(s) is proposed audited accounts of that year is required.</td> </tr> <tr> <td>6</td> <td>Valid Managing Committee details of the Project</td> </tr> <tr> <td>7</td> <td>Staff list along with their requisite qualification in the prescribed format</td> </tr> <tr> <td>8</td> <td>Notarized rent/lease agreement if rented building</td> </tr> <tr> <td>9</td> <td>Budget Estimates for the proposed year is uploaded</td> </tr> <tr> <td>10</td> <td>Satisfactory certificate from all Beneficiaries</td> </tr> <tr> <td>11</td> <td>Bond execution, Rule 231(2) &amp; 3 . Execution of Bond will not apply to Quasi- Government Institutions, Central Autonomous Organisations and Institutions whose budget is approved by the Government</td> </tr> </tbody> </table>	Sr.No.	Documents required	1	NGO registration document	2	NGO Memorandum of Association (MOA)	3	Valid Registration certificate for the project ( License from the District Authorities)	4	Annual Report for the year for which GIA is sought	5	Audited Statement of Accounts (Income-Expenditure Statement, Receipt-payment statement, Balance sheet, audit report of CA) If current year GIA is proposed, audited accounts of previous year are required. In case GIA of previous year(s) is proposed audited accounts of that year is required.	6	Valid Managing Committee details of the Project	7	Staff list along with their requisite qualification in the prescribed format	8	Notarized rent/lease agreement if rented building	9	Budget Estimates for the proposed year is uploaded	10	Satisfactory certificate from all Beneficiaries	11	Bond execution, Rule 231(2) & 3 . Execution of Bond will not apply to Quasi- Government Institutions, Central Autonomous Organisations and Institutions whose budget is approved by the Government
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Compiled By: Pankaj Mehrotra, Senior Living Consultant & Elderly Care Advisor