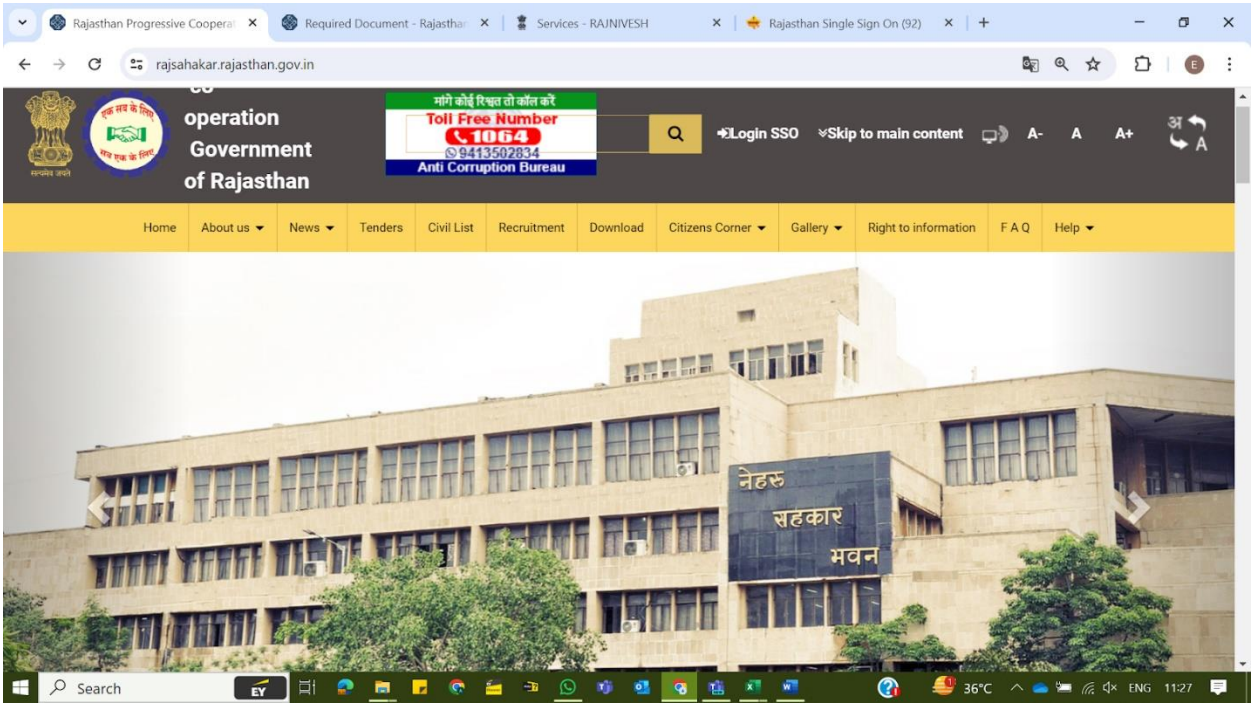
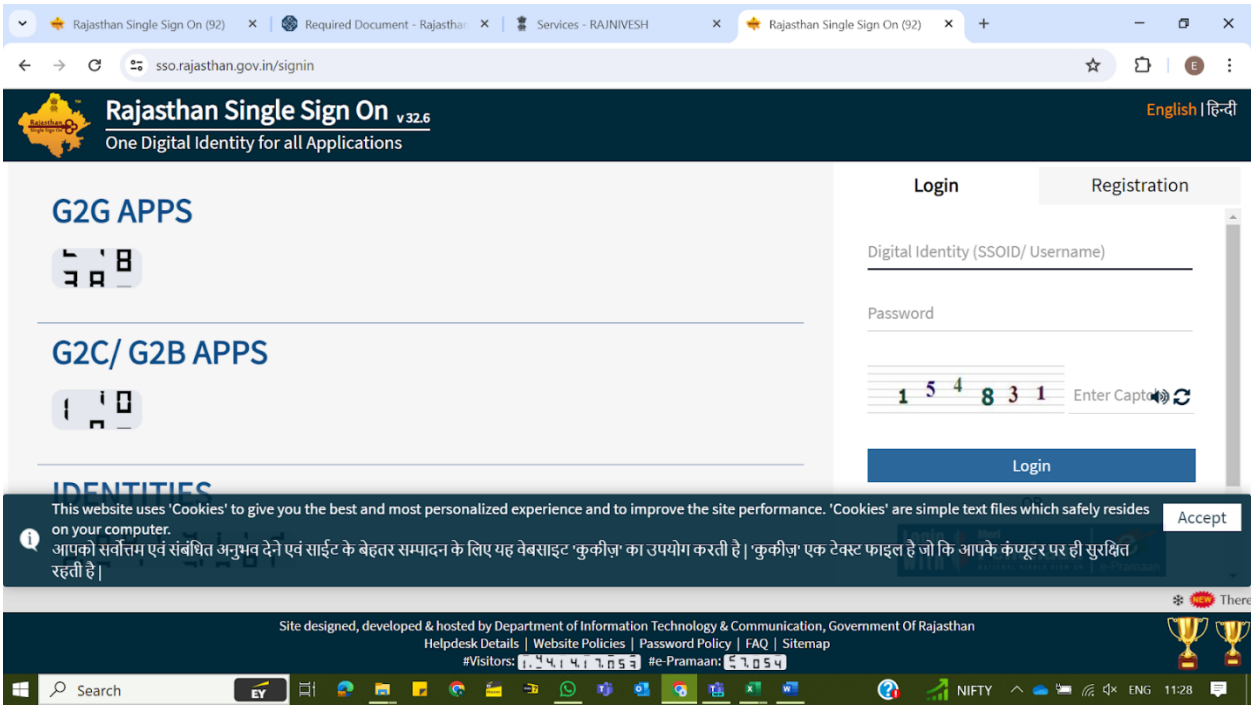
USER MANUAL

Service - Registration of Societies

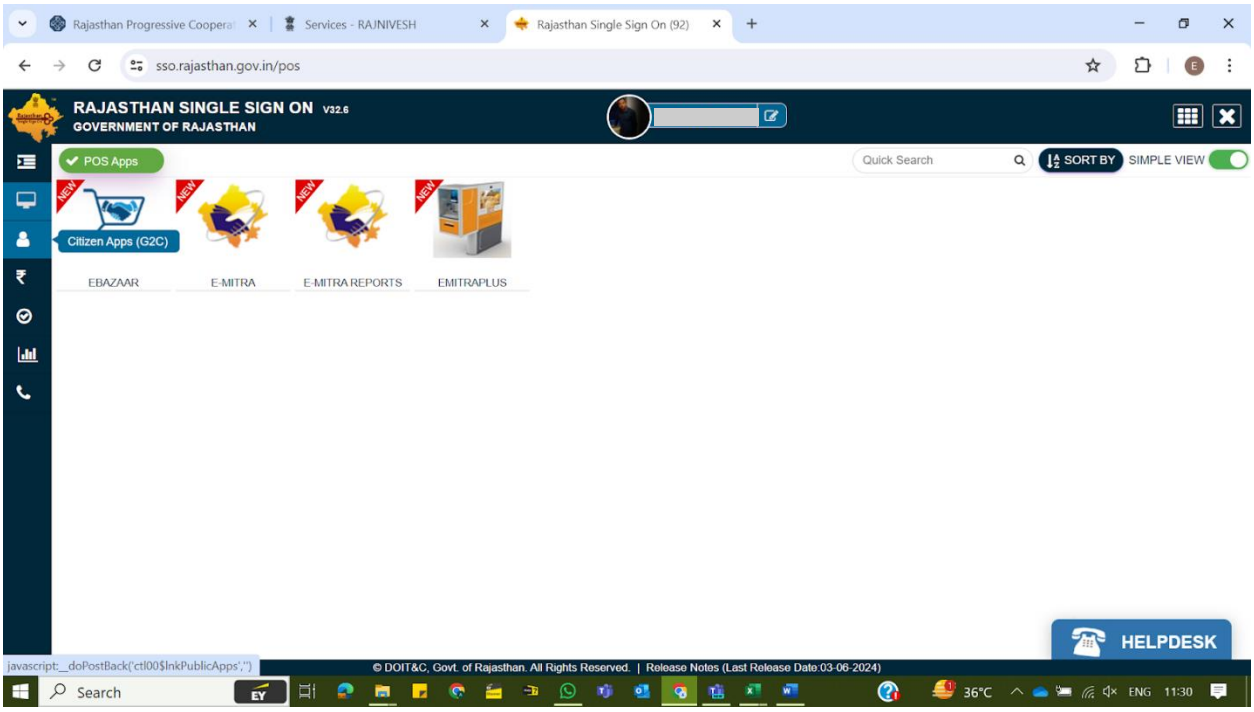
Step 1 – Go to the website (https://rajsahakar.rajasthan.gov.in/home) and click **Login SSO**



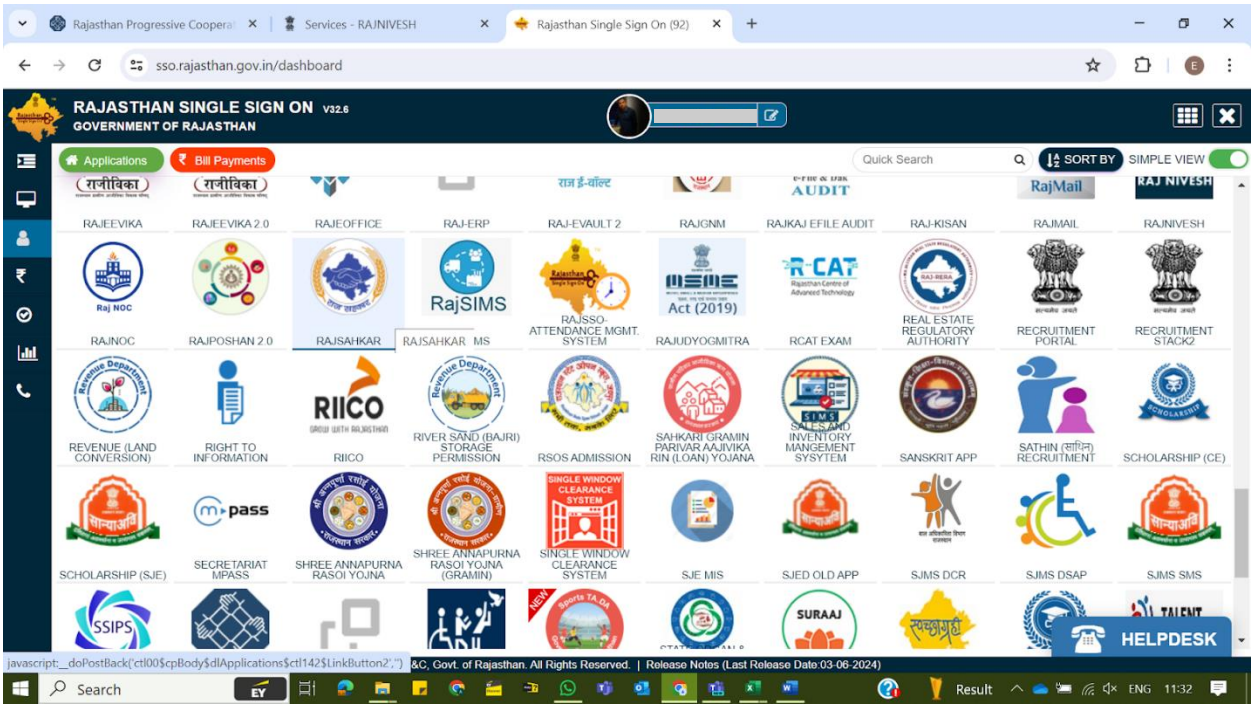
Step 2 – Login / Register on Single Sign on - https://sso.rajasthan.gov.in/signin



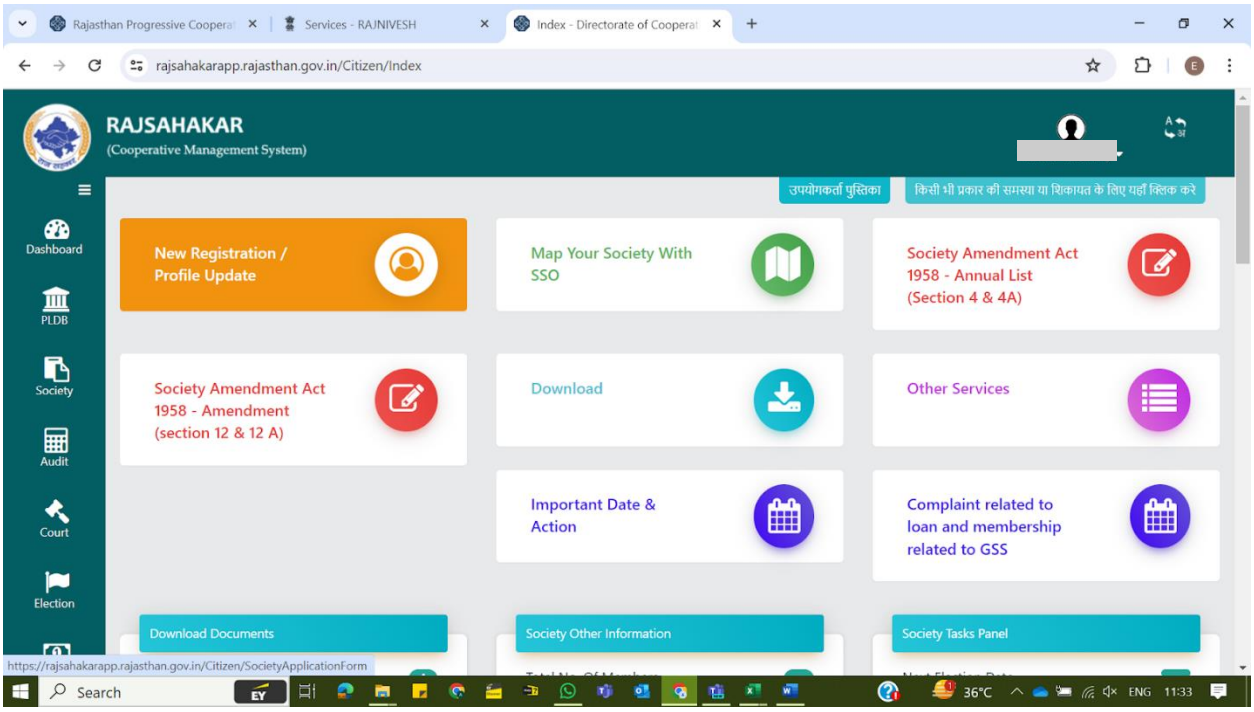
Step 3 – Click on **Citizen Apps** (G2C)



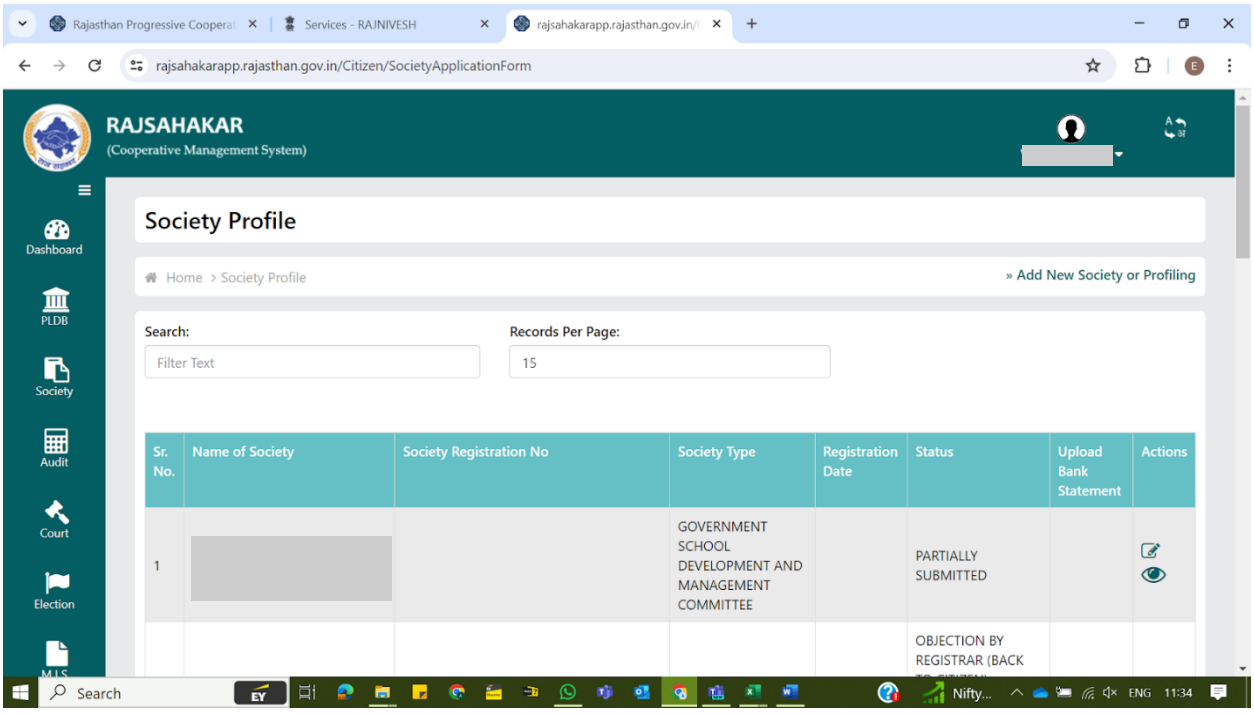
Step 4- Choose and Click on **RAJSAHKAR** app



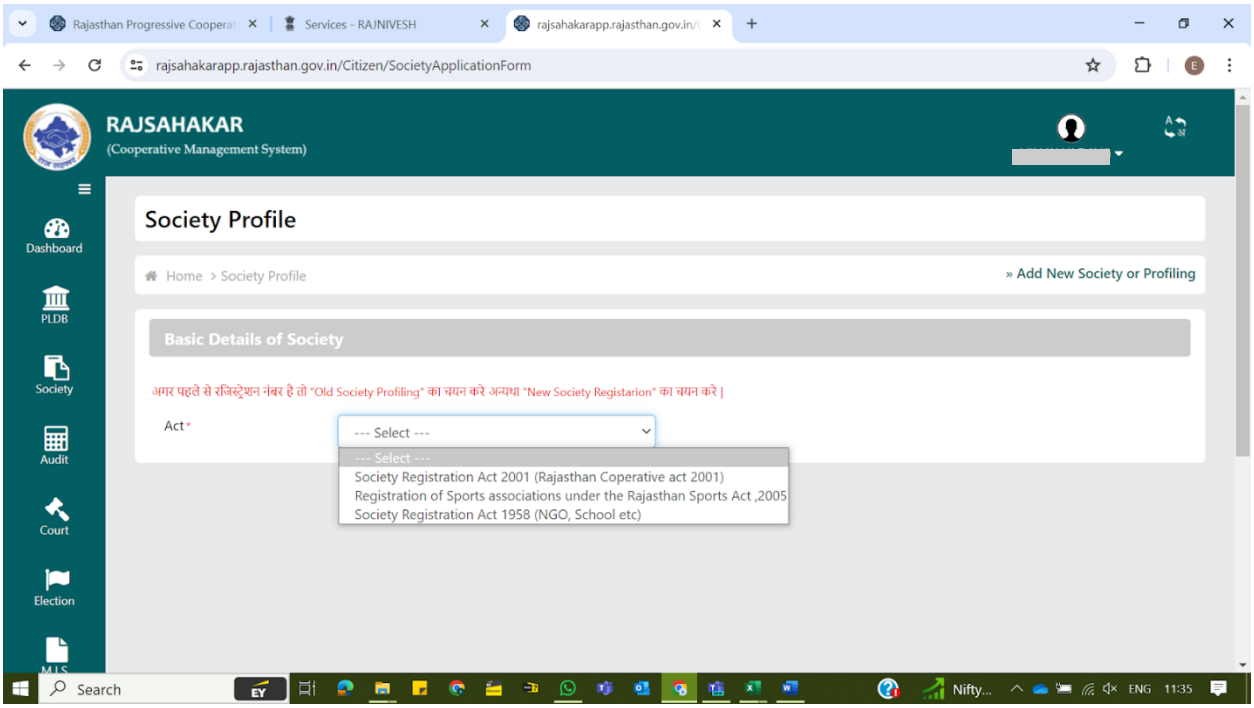
Step 5 – For New Registration click on **New Registration/Profile Update**



Step 6 – Click on **Add New Society or Profiling**



Step 7 – Choose the required Act and fill the form



There are three types of Acts available to provide details of the society:-

1. Society Registration Act 1958 (NGO, School etc)

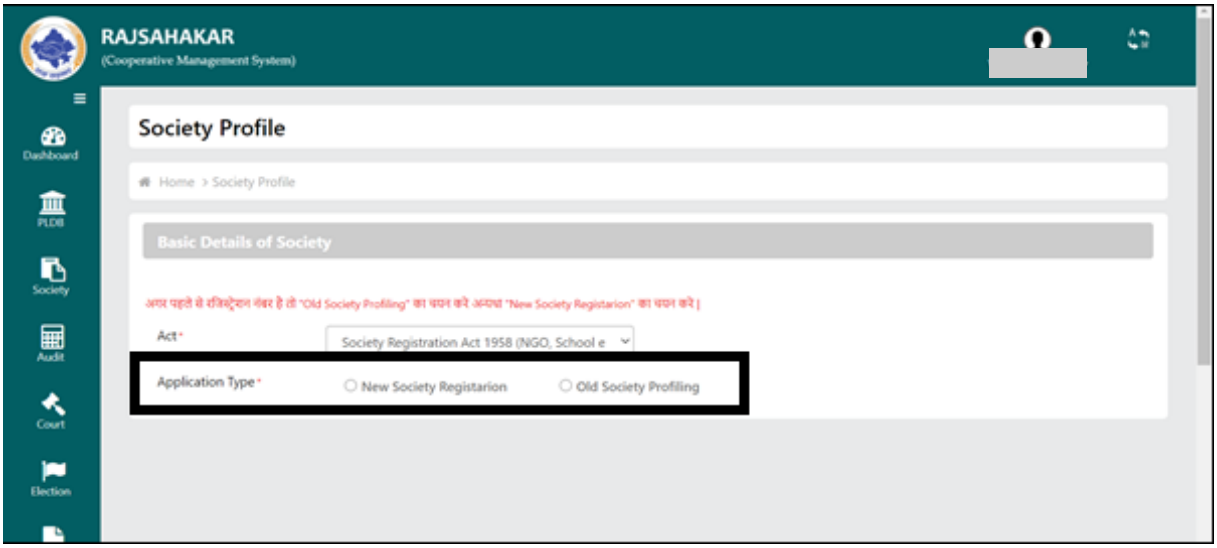
2. Society Registration Act 2001 (Rajasthan Coperative act 2001)

3. Registration of Sports associations under the Rajasthan Sports Act, 2005

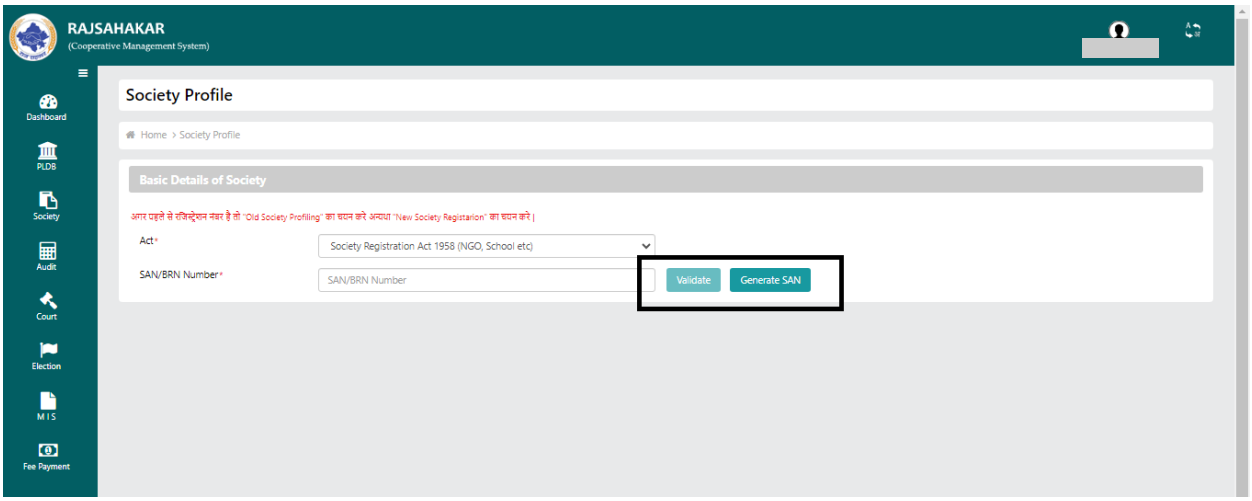
After this, attach the details of “Basic Details of Society” and related documents related to “Society Profile”.

Step-8 –Registration for Society Registration Act 1958 (NGO, School etc)

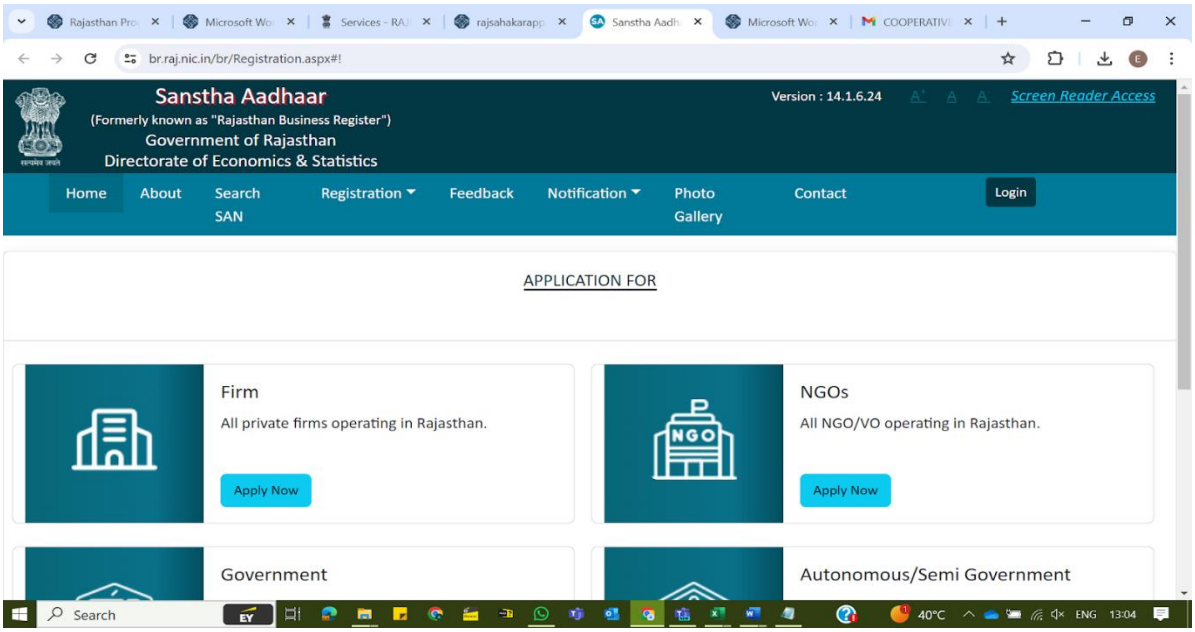
On selecting “Society Registration Act 1958 (NGO, School etc)” in Act, the following screen will be displayed in which if the society is not previously registered then select “New Society Registration” in “Application Type” and if the society is previously registered then select “Old Society Profiling” in “Application Type”**.**



Step 9 - After selecting the “Application Type”, if the “BRN/SAN Number” is available then enter it and click on the “Validate” button. In case the “BRN/SAN Number” is not available then click on “Generate SAN” to generate the “BRN/SAN Number”.



Follow the link for registration of BRN/SAN - https://br.raj.nic.in/br/Registration.aspx#!

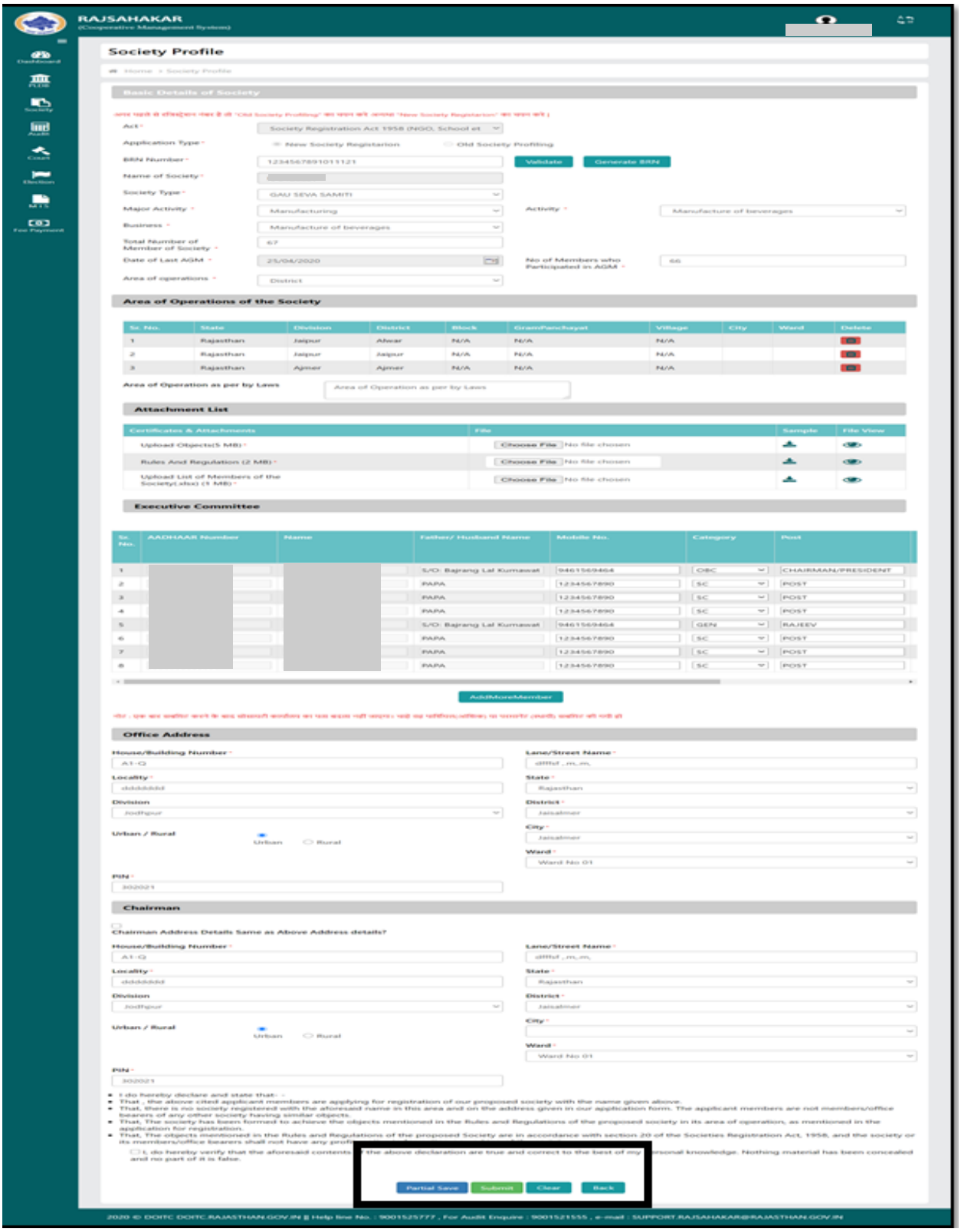


Step 10 - After entering the "BRN/SAN Number", enter the details on the following screen and click on the "**Submit** " button. – For Online Submission of Form

1st Point :- Submission of application

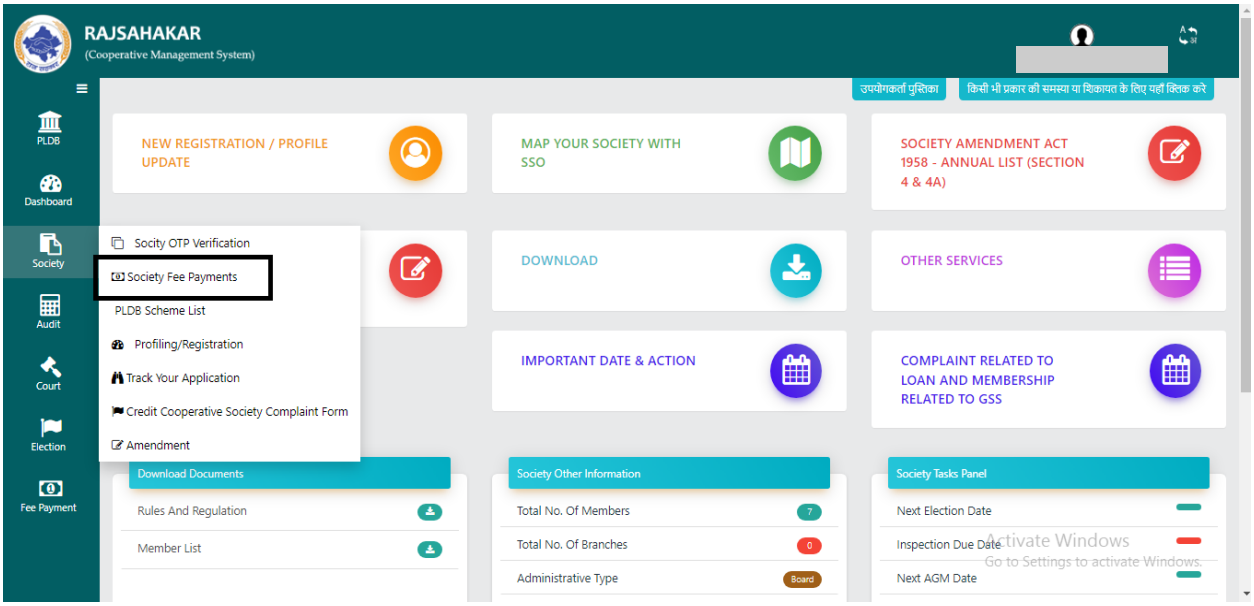
2nd Point – Application will be forwarded to Dy Registrar Office (DRO)

3rd Point – Payment option will be made active after DRO verifies the application

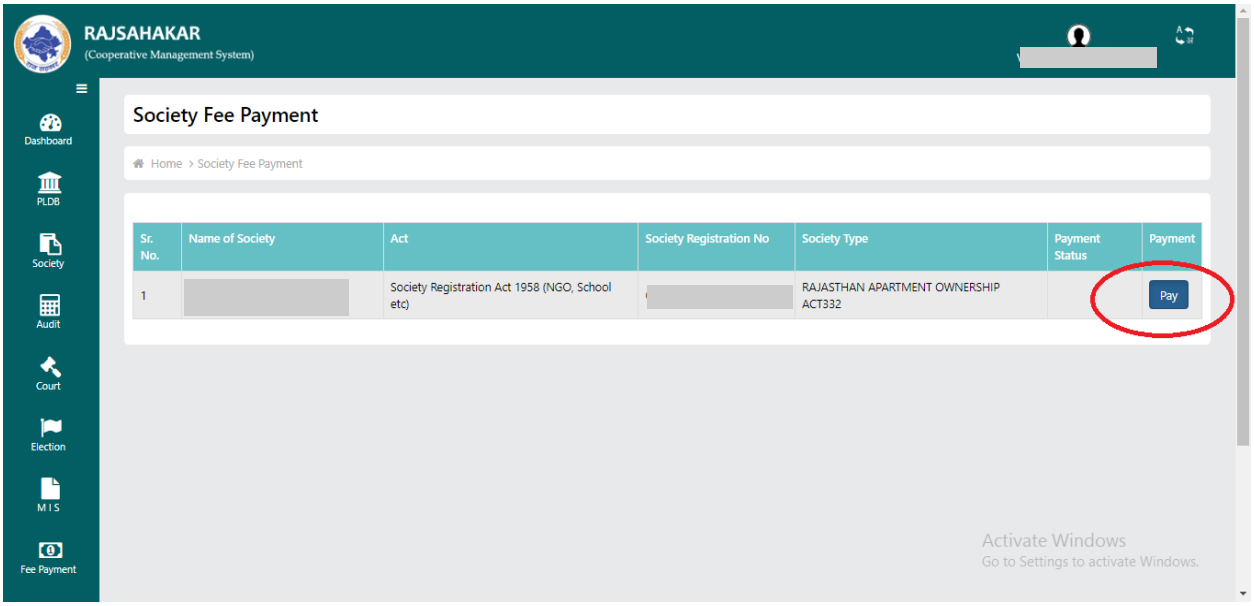

RAJSAHAKAR
(Cooperative Management System)
Society Profile
Home > Society Profile
Basic Details of Society
Act *
Society Registration Act 1958 (NGO, School et
Application Type *
New Society Registration
Old Society Profiling
BRN Number *
12345678910111121
Validate
Generate BRN
Name of Society *
Society Type *
GAU SEVA SAMITI
Major Activity *
Manufacturing
Activity *
Manufacture of beverages
Business *
Manufacture of beverages
Total Number of Member of Society *
67
Date of Last AGM *
25/04/2020
No of Members who Participated in AGM *
66
Area of operations *
District
Area of Operations of the Society
Sr. No.
State
Division
District
Block
GramPanchayat
Village
City
Ward
Delete
1
Rajasthan
Jaipur
Alwar
N/A
N/A
N/A
2
Rajasthan
Jaipur
Jaipur
N/A
N/A
N/A
3
Rajasthan
Ajmer
Ajmer
N/A
N/A
N/A
Area of Operation as per by Laws
Area of Operation as per by Laws
Attachment List
Certificates & Attachments
File
Sample
File View
Upload Objects(5 MB) *
Choose File
No file chosen
Rules And Regulation (2 MB) *
Choose File
No file chosen
Upload List of Members of the Society(.xlsx) (1 MB) *
Choose File
No file chosen
Executive Committee
Sr. No.
AADHAAR Number
Name
Father/ Husband Name
Mobile No.
Category
Post
1
S/O: Bajrang Lal Kumawat
9461569464
OBC
CHAIRMAN/PRESIDENT
2
PAPA
1234567890
SC
POST
3
PAPA
1234567890
SC
POST
4
PAPA
1234567890
SC
POST
5
S/O: Bajrang Lal Kumawat
9461569464
GEN
RAJEEV
6
PAPA
1234567890
SC
POST
7
PAPA
1234567890
SC
POST
8
PAPA
1234567890
SC
POST
AddMoreMember
Office Address
House/Building Number *
A1-Q
Locality *
dddddddd
Division
Jodhpur
Urban / Rural
Urban
Rural
PIN *
302021
Lane/Street Name *
dffffdf ,m,m,
State *
Rajasthan
District *
Jaisalmer
City *
Jaisalmer
Ward *
Ward No 01
Chairman
Chairman Address Details Same as Above Address details?
House/Building Number *
A1-Q
Locality *
dddddddd
Division
Jodhpur
Urban / Rural
Urban
Rural
PIN *
302021
Lane/Street Name *
dffffdf ,m,m,
State *
Rajasthan
District *
Jaisalmer
City *
Ward *
Ward No 01
I do hereby declare and state that:-
That , the above cited applicant members are applying for registration of our proposed society with the name given above.
That, there is no society registered with the aforesaid name in this area and on the address given in our application form. The applicant members are not members/office bearers of any other society having similar objects.
That, The society has been formed to achieve the objects mentioned in the Rules and Regulations of the proposed society in its area of operation, as mentioned in the application for registration.
That, The objects mentioned in the Rules and Regulations of the proposed Society are in accordance with section 20 of the Societies Registration Act, 1958, and the society or its members/office bearers shall not have any prof
I, do hereby verify that the aforesaid contents
the above declaration are true and correct to the best of my
personal knowledge. Nothing material has been concealed and no part of it is false.
Partial Save
Submit
Clear
Back
2020 © DOITC DOITC.RAJASTHAN.GOV.IN || Help line No. : 9001525777 , For Audit Enquire : 9001521555 , e-mail : SUPPORT.RAJSAHAKAR@RAJASTHAN.GOV.IN

4th Point: - Payment of application fee

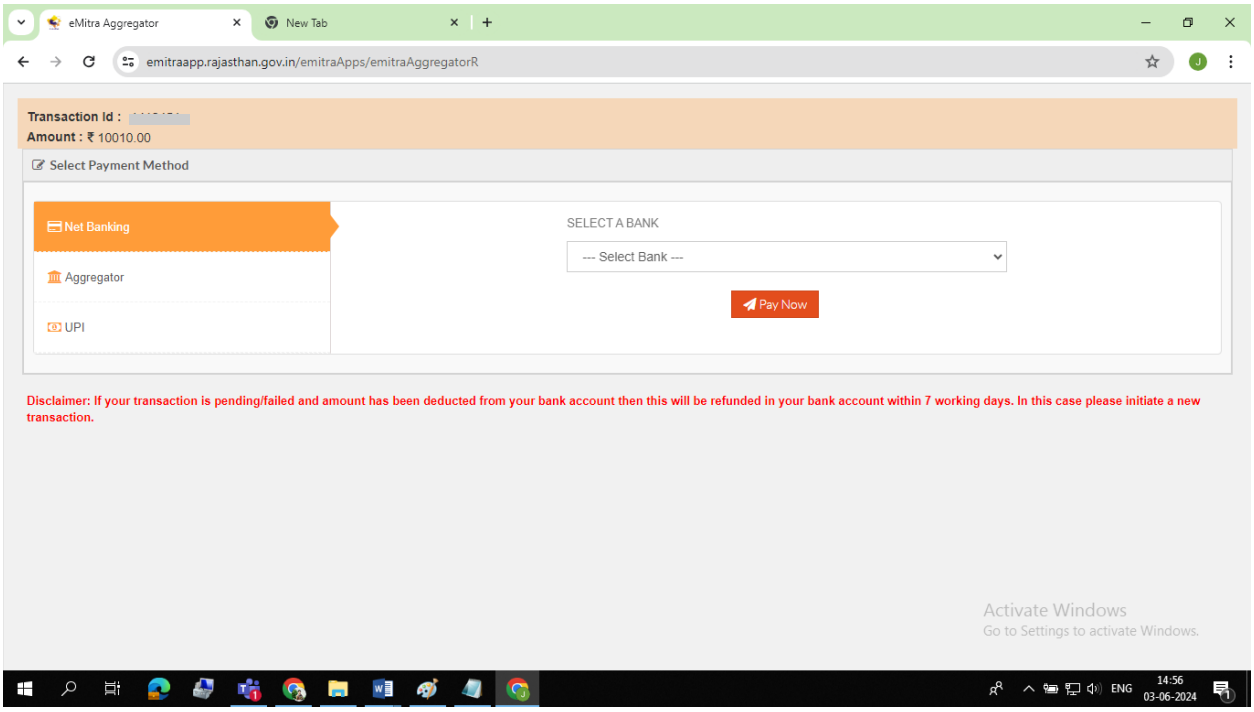
Users can make their society payment by Clicking on the icon given below - SOCIETY- “Society fee payment”



Click on **“PAY”** button below and make payment for your society

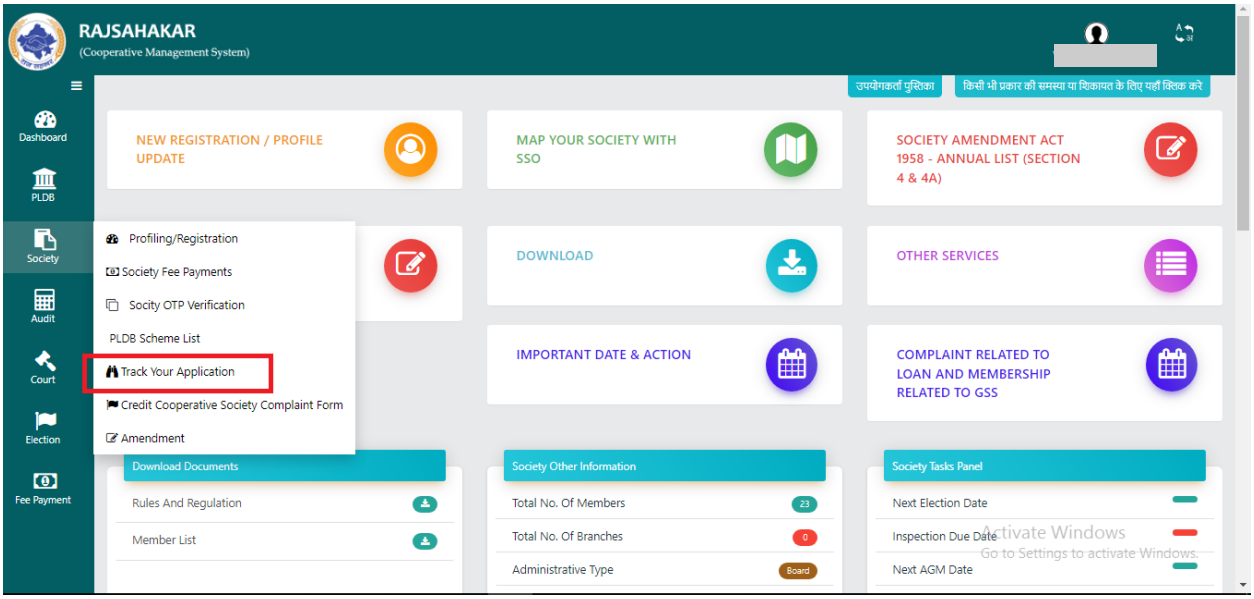


5th Point - Please select payment option and make payment to society

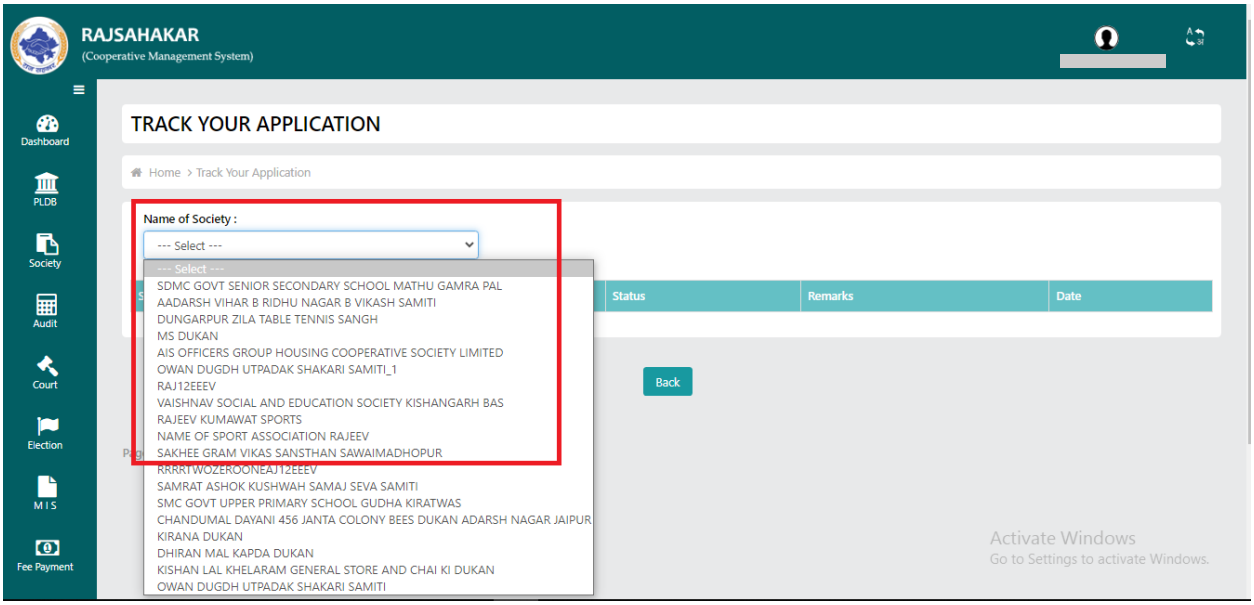


Step 11 - Track status of application

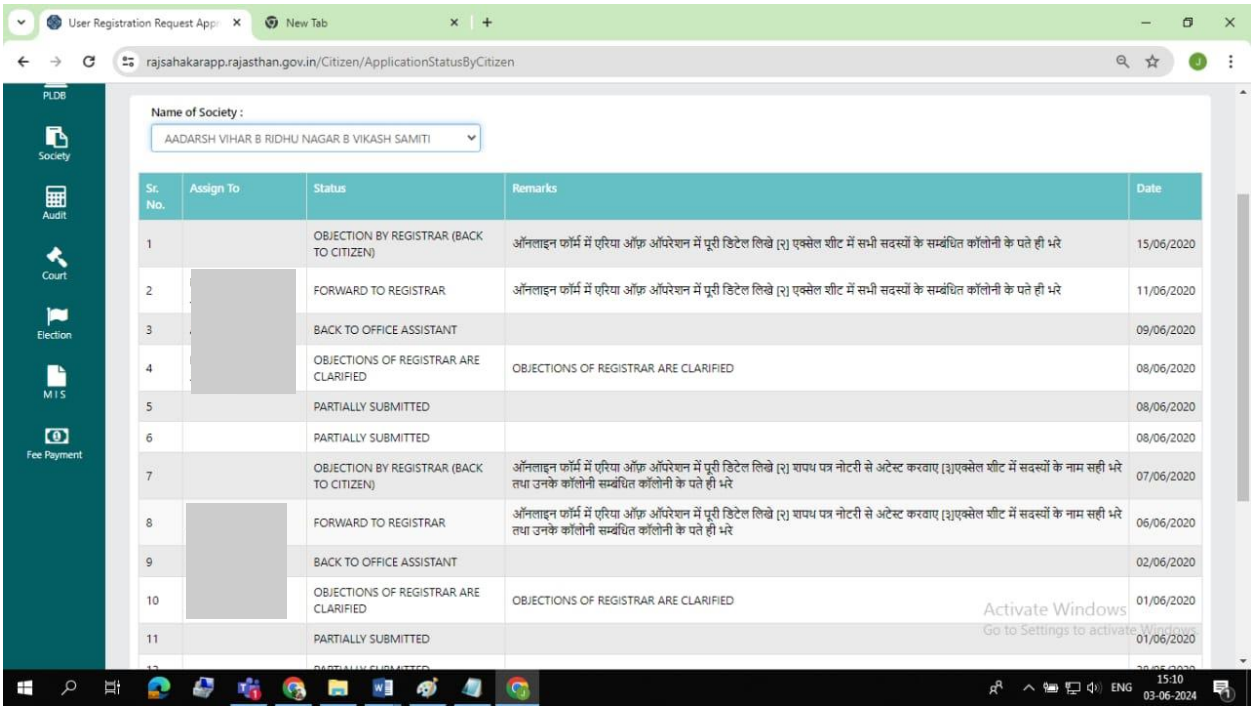
Go to the **Society Menu** and click on “Track Your Application”



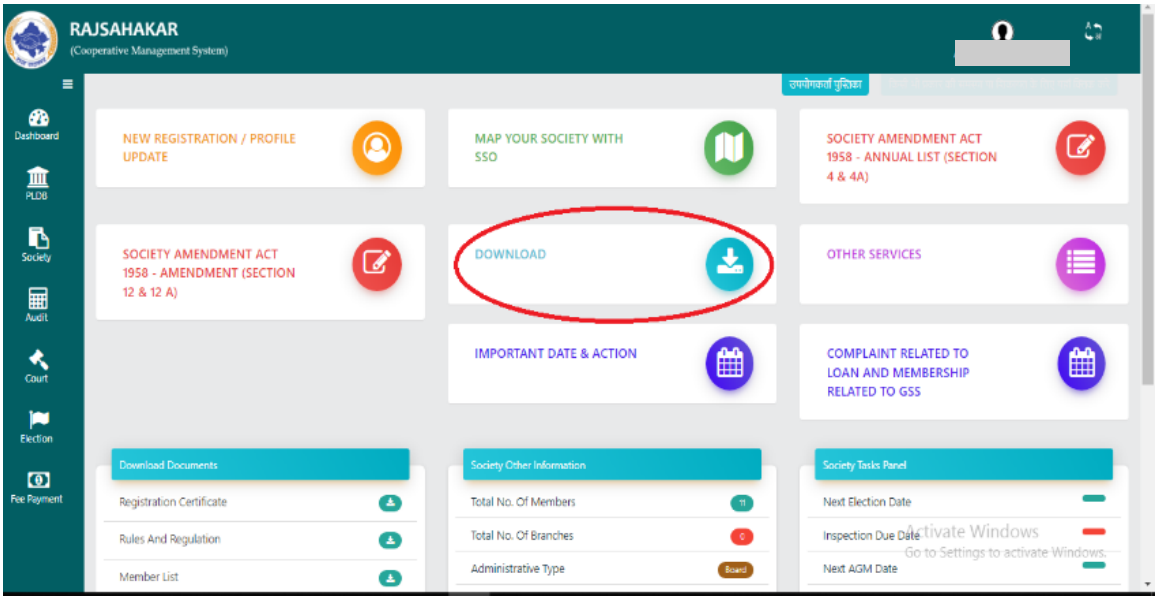
Step 12 - Select the "**Name of Society**"



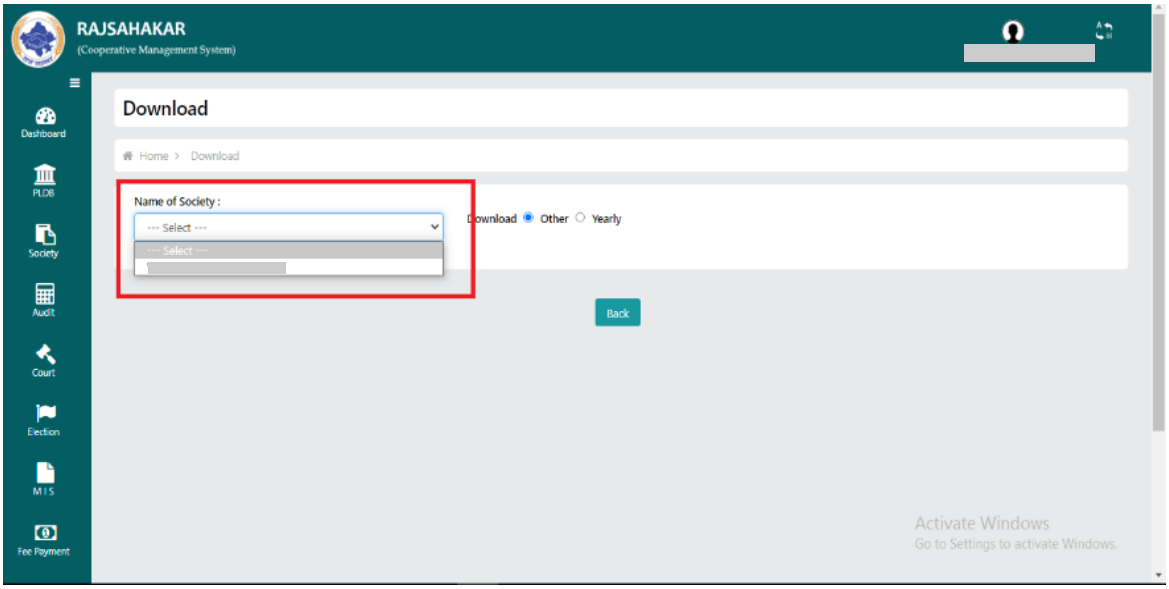
Step 13 - Check Your Application Status (**Track Your Application**)



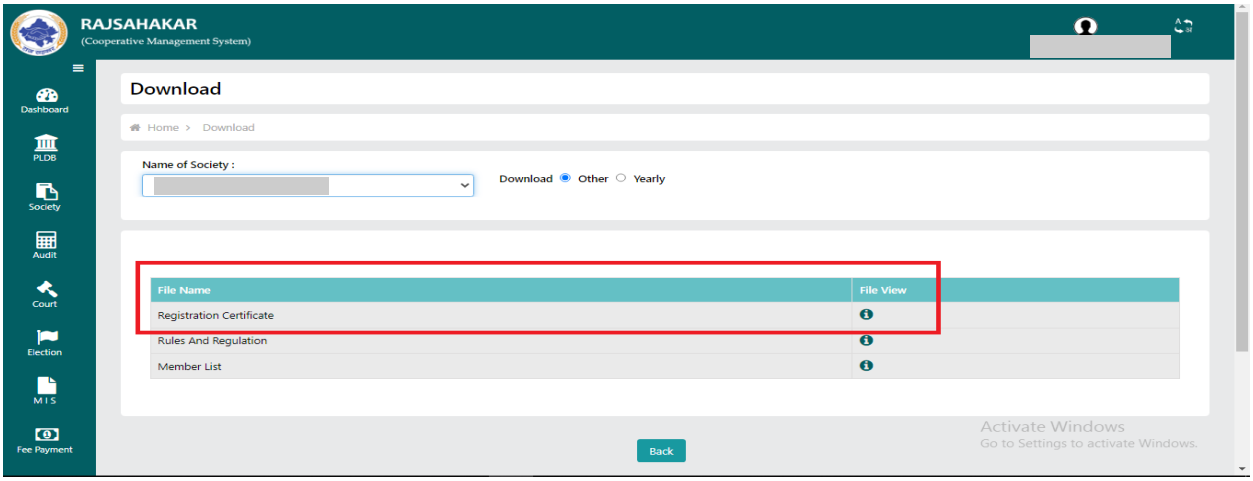
Step 14 - Download the final signed certificate - Please select **"DOWNLOAD'** Option on the Dashboard



Step 15 - Select your society.



Step 16 - Download your Certificate



Step 17- Final Digital Signed Certificate.

सत्यमेव जयते

राजस्थान सरकार

सहकारिता विभाग / COOPERATIVE DEPARTMENT

रजिस्ट्रीकरण प्रमाण – पत्र / REGISTRATION CERTIFICATE

पं. संख्या / REG. NO.- COOP/2024/JAIPUR/ दिनांक / DATE- 23-05-2024

यह प्रमाणित किया जाता है कि जिला JAIPUR का रजिस्ट्रेशन 'राजस्थान सोसाइटीज रजिस्ट्रेशन एक्ट, 1958 (राजस्थान एक्ट नंबर 28, 1958) ' के अन्तर्गत आज किया गया है। यह प्रमाण पत्र मेरे डिजिटल हस्ताक्षरों से आज जारी किया गया है।

IT IS CERTIFIED THAT AT DISTRICT JAIPUR IS REGISTERED UNDER 'THE RAJASTHAN SOCIETIES REGISTRATION ACT, 1958 (RAJASTHAN ACT NO. 28, 1958) '. THIS CERTIFICATE IS ISSUED TODAY UNDER MY DIGITAL SIGNATURE.

Signature valid

Digitally signed by

Designation

Date: 2024.05.

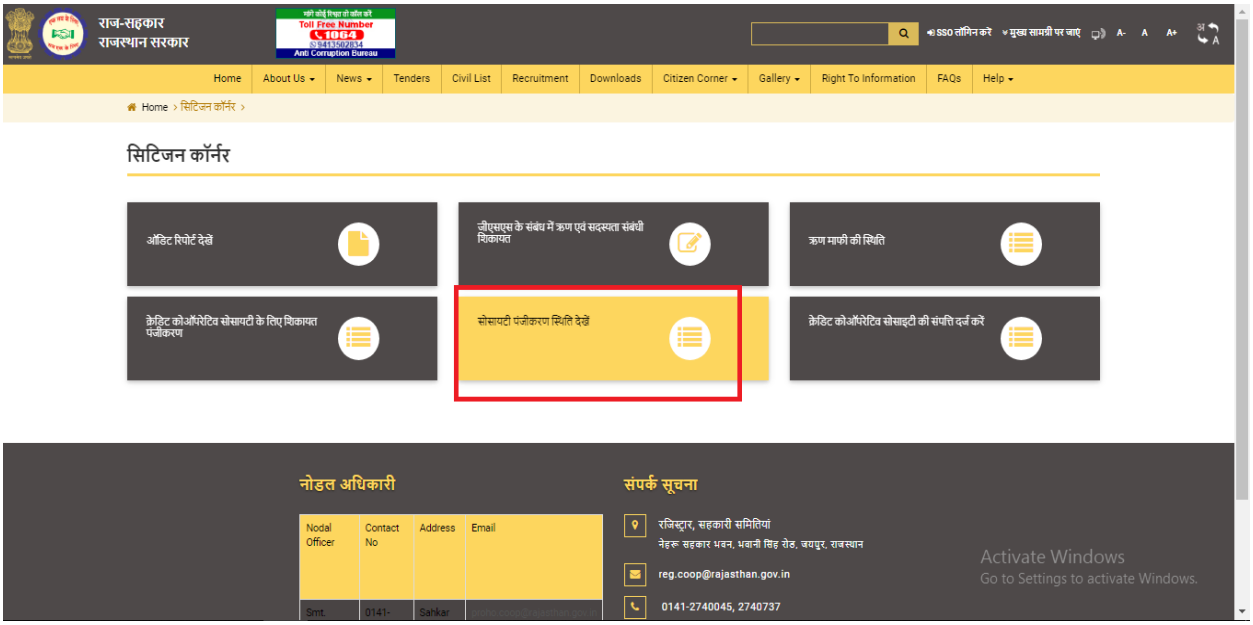
Reason: Approved

Location: Jaipur

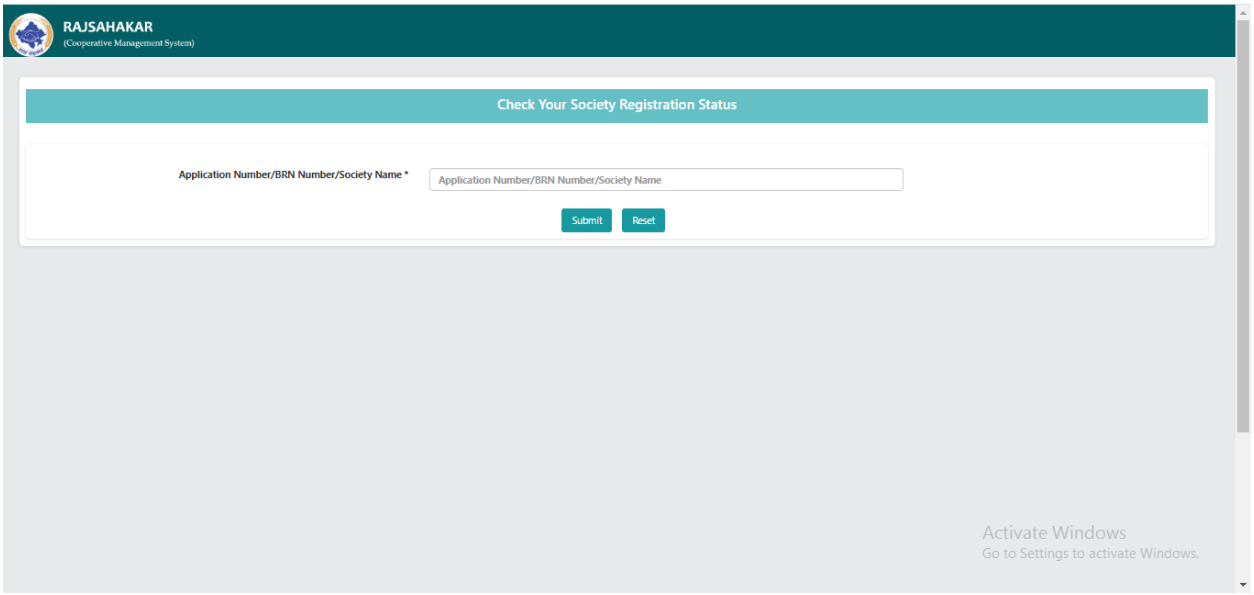
Third party verification

Go on website and choose the option “Citizen corner “on https://rajsahakar.rajasthan.gov.in

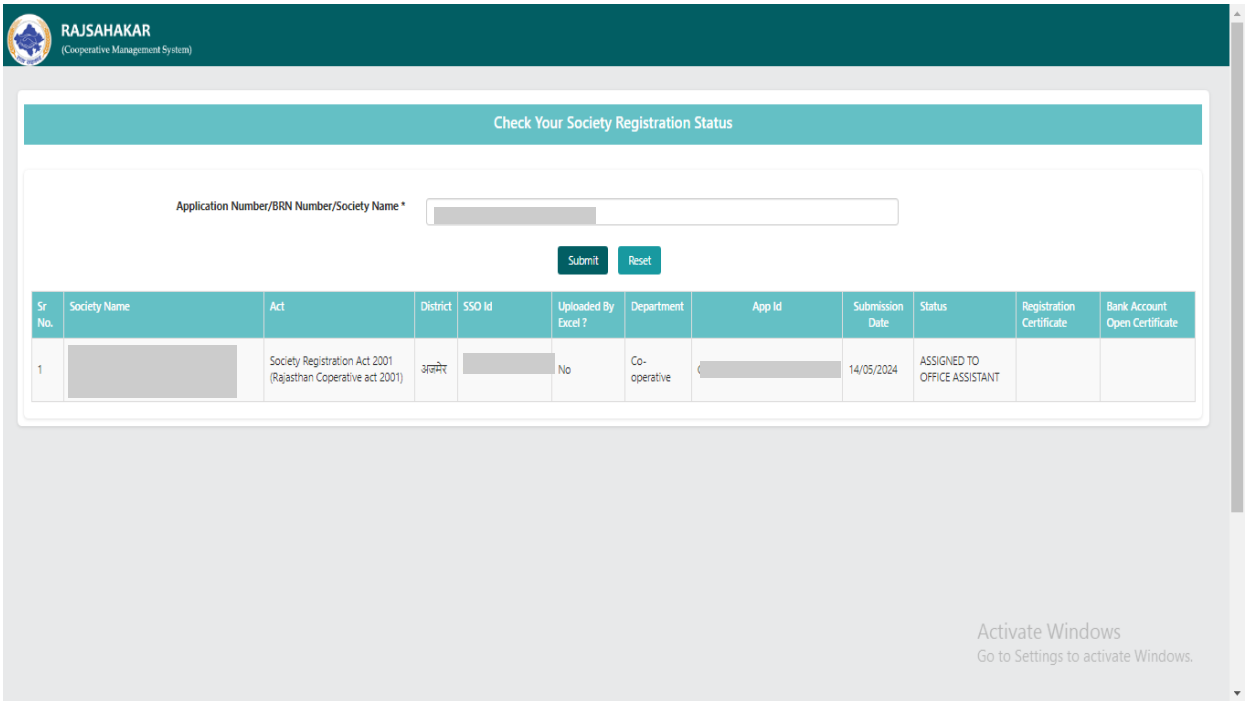
Select the menu – “सोसायटी पंजीकरण की स्थिति देखे”



Check Society Registration Status



Enter the Scoiety Registration Number in the textbox and click Submit button to validate the same



Citizen can check and verify his/her certificate by self, please scan the barcode from your mobile and click on the URL received on your mobile and download the original certificate to your mobile.

सत्यमेव जयते

राजस्थान सरकार

सहकारिता विभाग / COOPERATIVE DEPARTMENT

रजिस्ट्रीकरण प्रमाण – पत्र / REGISTRATION CERTIFICATE

पं. संख्या / REG. NO.- COOP/2024/JAIPUR/ दिनांक / DATE- 23-05-2024

यह प्रमाणित किया जाता है कि जिला **JAIPUR** का रजिस्ट्रेशन **'राजस्थान सोसाइटीज रजिस्ट्रेशन एक्ट, 1958 (राजस्थान एक्ट नंबर 28, 1958)'** के अन्तर्गत आज किया गया है। यह प्रमाण पत्र मेरे डिजिटल इस्ताक्षरों से आज जारी किया गया है।

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Signature valid

Digitally signed by

Designation : REGISTRAR

Date: 2024.05.23 12:42 IST

Reason: Approved

Location: Jaipur