

# **Mandatory Annual Returns Filing Under Societies Act, 2012**

Every society shall file the following returns:

1. List of the members duly certified by the President and the Secretary.
2. List of the members of the Collegium duly certified by the President and the Secretary, alongwith the list of electroal colleges.
3. List of the office-bearers alongwith their names, addresses and occupations.
4. An annual report on the working of the Society by the Governing Body duly certified by the President and Secretary.
5. Copy each of the balance-sheet, receipt expenditure statement and the auditor's report duly certified by the auditor.
6. A copy of the special resolution, as and when passed.