

**CITIZEN CHARTER**  
**FEES PAYABLE FOR THE SERVICES RENDERED**  
**FOR DISPLAY**

S I.N O.	NATURE OF SERVICE	TIME LIMIT	FEES PRESCRIBED
1.	REGISTRATION OF A COOPERATIVE SOCIETY (UNDER APCS ACT 1964)	30 DAYS	PRIMARY SOCIETIES A) WEAKER SECTION SOCIETIES – RS. 500/- B) URBAN BANK – RS. 25,000/- (LICENCE TO BE ISSUED BY <b>RBI</b> ) C) HOUSING SOCIETIES – RS. 20,000/- D) EMPLOYEES CREDIT SOCIETIES – RS. 5,000/- E) OTHER SOCIETIES – RS. 500/- F) DISTRICT LEVEL SOCIETIES – RS. 10,000/- G) STATE LEVEL SOCIETIES / FEDERATIONS – RS. 25,000/-
2.	AMENDMENT OF BYE - LAWS	30 DAYS	1% OF REGISTRATION FEE SUBJECT TO A MINIMUM OF RS. 50/-.
3.	INQUIRY	120 DAYS (EXTENDABLE BY ANOTHER 60 DAYS)	10% OF REGISTRATION FEE
4.	INSPECTION	90 DAYS	5% OF REGISTRATION FEE SUBJECT TO MINIMUM OF RS. 100/-
5.	ARBITRATION - MONETARY   - NON-MONETARY  PRIMARY SOCIETIES CO-OPERATIVE URBAN BANKS & DISTRICT LEVEL SOCIETIES STATE LEVEL & APEX SOCIETIES	90 DAYS   90 DAYS	1% OF THE AMOUNT IN DISPUTE SUBJECT TO A MINIMUM OF RS. 100/- & MAXIMUM OF RS. 500/-   RS. 300/- ON EACH PLAINT FOR ELECTION DISPUTES BEFORE CO-OPERATIVE TRIBUNAL RS. 500/- RS. 5000/- RS. 7,500/-

6.	EXECUTION PETITIONS APPLICATION FEE ACTION AGAINST MOVABLES IMMOVABLES		RS. 50/- RS. 100/- FOR VALUE UPTO 1.0 LAKH - RS.1 00/- ABOVE 1.0 LAKH – RS. 500/-
7.	ISSUE OF CERTIFICATE U/S 71	30 DAYS	1% OF THE DUES SUBJECT TO A MINIMUM OF RS. 100/-. MAXIMUM OF RS. 400/-
8.	ELECTIONS	--	25% OF THE REGISTRATION FEE (TOTAL EXPENDITURE FOR THE ELECTIONS SHALL BE BORNE BY THE SOCIETY ONLY)
9.	AUDIT	180 DAYS	@ 0.12% ON WORKING CAPITAL OR TURNOVER OF THE SOCIETY SUBJECT TO MAXIMUM OF RS. 1.0 LAKH
10.	APPEAL MONETARY	60 DAYS	1% OF THE AMOUNT IN DISPUTE SUBJECT TO A MINIMUM OF RS.50/- & A MAXIMUM OF RS. 1,000/- RS. 1,000/-
	NON-MONETARY REVIEW & REVISION	90 DAYS	
11.	OTHER SERVICES	---	AS PER RULE 48 OF APCS RULES 1964
12.	REGISTRATION OF CO- OPERATIVE SOCIETY UNDER THE MUTUALLY AIDED CO-OPERATIVE SOCIETIES ACT 1995	60 DAYS	1% OF THE AUTHORIZED SHARE CAPITAL SUBJECT TO A MINIMUM OF RS. 100/- AND A MAXIMUM OF RS. 10,000/-