

Filing of Annual Returns

Q.1 Is online submission of annual returns mandatory?

Ans. Yes. Annual returns are to be filed online at fcraonlineservice.nic.in. No hard copy of the returns shall be accepted in FCRA Wing of Ministry of Home Affairs.

Q.2 What is the last date for online filing of returns?

Ans. The return is to be filed online for every financial year (1st April to 31st March) within a period of nine months from the closure of the year i.e. by 31st December each year.

Q.3 What is the procedure for filing Annual Returns?

Ans. An association permitted to accept foreign contribution is required under law to maintain separate set of accounts and records exclusively for the foreign contribution received and submit an annual return, duly certified by a Chartered Accountant, giving details of the receipt and purpose-wise utilization of the foreign contribution. The return is to be submitted online, in prescribed Form FC –4, duly accompanied with the balance sheet and statement of receipt and payment, which is certified by a Chartered Accountant.

Submission of a 'NIL' return, even if there is no receipt/utilization of foreign contribution during the year, is mandatory. However, in such case, certificate from Chartered Accountant, audited statement of accounts is not required to be uploaded.

For further details, please refer to Sections 17, 18 and 19 of FCRA, 2010 and Rule 17 of FCRR, 2011.

Note: It may be noted that the annual return for the financial year 2014 – 2015 is to be filed online by 15.03.2016 in Form FC-4.

Q.4 For how many years an association which has been granted prior permission to receive foreign contribution should file the mandatory annual return.

Ans. The association should submit online the mandatory return in FC-4 form for receipt and utilization of the foreign contribution on a yearly basis, till the amount of foreign contribution is fully utilized. Even if no transaction takes place during a year, a NIL return should be submitted.

Q.5 What are the consequences of not filling the annual returns on time?

Ans. An association not filing annual return on time may face the following consequences:

- (1) Imposition of penalty for of late submission of return..
- (2) Cancellation of registration