

CUSTOMISATION OF TALLY PRIME FOR CHARITABLE TRUSTS AND NGO'S IN INDIA

Customisation Developed & Manual Prepared By:



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Intended For Private Circulation Only

Note:


Version: Nirmal Ghorawat / Donation Receipt and Form 10BD for Charitable Trust / 1.7 / 07-May -2025

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Introduction


1. NGO's may be formed or incorporated either as Charitable Trusts, Registered Societies or Section 8 Not for Profit Companies.
2. Maintenance of Books of Accounts and Documents is mandated in respect of such NGO's under:-
 - a. The State Laws under which the NGO is formed, such as The Bombay Public Trusts Act, 1950 or the Gujarat Public Trusts Act, 1950, etc.
 - b. The Societies Registration Act, 1860.
 - c. The Companies Act, 2013.
 - d. The Income Tax Act, 1961.
 - e. The Foreign Contribution Regulation Act, 2010.
3. Charities have unique and peculiar accounting requirements and as such Accounting Packages are not readily available that will meet their Accounting and Reporting requirements.
4. In the recent times, accounting, and compliance requirements on Charities and NGO's has increased manifold.
5. This Add-on enables the User to:


 **Donor Management:** Capture and maintain complete donor information, including ID & contact details, with the ability to quickly import data from Excel.


 **Donation Receipts:** Prepare / Print detailed donation receipts in A5 or A4 size, complete with your organization's seal and signature, all within Tally Prime.


 **eMail Donation Receipts:** to the Donor email id from Tally Prime with Summary Details in eMail Subject & Message body & Donation Receipt as PDF attachment.

 **Form 10BD Reporting:** Simplify compliance with Income Tax rules by generating accurate Form 10BD for donor and donation reporting in Excel CSV format.

 **Donation Register:** Keep a well-organized donation receipts register for easy access and transparency.

 **Accounting with ITR 7 Classification:** Add ITR-7 classifications to ledgers to enable reporting of voluntary contributions, aggregation and application of income, and reconciliation of reported amounts in ITR-7 with accounting records.

 **Audit-Ready Reporting:** Prepare basic details and legal, donation summary and donor wise donation data tables seamlessly for Income Tax Audit Reports in Form 10B/10BB, making audit preparation timely and stress-free.

 **Foreign Contributions:** Reporting of basic details, foreign donations and list of bank accounts in FC-4 Annual Return.

Detailed User Guide ::

1. Load Trust Module : ADD ON

F1: HELP → O (TDLs & AddOns) → F4

TDL Configuration

Load selected TDL files on startup	: Yes	
TDL Path	File Name	Load TDL
E:\TDL-DEVELOPMENT\PRODUCTION MODULE\INGO TRUST MODULE 1.4	1-CHARITABLE TRUST MODULE 1.4 08.04.2024.txt	Yes

2. ENABLE Trust Module & Option for Foreign Contribution : ADD ON

F1: HELP → O (TDLs & AddOns) → F6

Add-On Features		Yes / No
Enable Trust Module	? Yes	No
Enable Foreign Contribution	? Yes	Yes
Enable ITR Classification in Accounts	? Yes	
Enable ITD Pre-Acknowledgement No for Donations?	No	
Enable Signature Print in Donation Receipt?	No	
Remove Sign Part in Receipt	? No	

3. ENABLE Signature Print in Donation Receipt

If Enable Signature Print in Donation Receipt : Yes

Specify File Path of Company Seal with Signature

For Company Seal With Signature

File Name (with Full File Path) of Signature : C:\Users\hp\Pictures\BHARAT CHARITY SIGN.jpg

- Formats supported are BMP and JPEG.

4. Statutory Credentials of NGO.

This Add on captures the following statutory credentials:-

Income Tax Numbers such as PAN / IT Registration u/s 12A URN and Date / IT Registration u/s 80G etc URN and Date, State Registration No, FCRA Registration No and MCA registration Nos such as CSR Registration and MCA Corporate Identity No. (CIN)

Navigation → **F11 (FEATURES)** → **CTRL + I (MORE DETAILS)** → **PAN / CIN DETAILS – ENTER <--|**

PAN/CIN Details

Income Tax Numbers

NGO Type : Trust

PAN/Income tax no. : ABCDE1234A

IT u/s 12A Unique Reg No : ABCDE1234AF20241

IT u/s 12A Unique Reg No Date : 1-4-2024

IT Deduction u/s 80G Unique Reg No : ABCDE1234AE20241

IT Deduction u/s 80G Unique Reg No Date : 1-4-2024

State / Other Registration Numbers

Trust / Society Registration No : SRT/2021/0345

NITI Aayog DARPAN Id : GJ/2021/0011234

FCRA Registration No : 54879456

MCA Registration Numbers

CSR Registration No :

Corporate Identity No. (CIN) :

Select Type of NGO from List

Company

Others

Society

Trust

Note: If a Charity is registered u/s 12A but not registered u/s 80G (ie 80G Field is left Blank),

- the Donor Details part of Donation Receipt will not include any statement purporting to be eligible for deduction under Income Tax Act, 1961.
- Form 10BD will be disabled in “Display More Reports”

Note: Foreign Contribution Module is **NOT ENABLED**, then option for FCRA Registration No. will not be available / displayed.

5. Create Voucher Type for Donation Receipt

Navigation → Gateway of Tally→Create or Alter→Voucher Type– ENTER <--|

Options (Highlighted in Blue)

Enable as Donation Receipt? --> Set as **Yes**

Donation Receipt (Print Style) --> Select from Dropdown (A4 Portrait / A5 Landscape)

Bank (Domestic Donation) --> Select from Dropdown

Enable Foreign Receipt? --> Select **Yes / No** from Dropdown

Bank (Foreign Contribution) --> Select from Dropdown

TallyPrime SILVER		MANAGE		G: Go To	
K: Company		Y: Data		Z: Exchange	
Voucher Type Alteration				Bharat Charity	
Name	: FC Donation				
(alias)	:				
General			Printing		
Select type of voucher	: Receipt	Print voucher after saving	:	No	
Abbreviation	: FC Rcpt	Print formal receipt after saving	:	No	
Activate this Voucher Type	: Yes				
Method of Voucher Numbering	: Automatic				
Numbering behaviour on insertion/deletion	: Retain Original Voucher No.				
Set/Alter additional numbering details	: No				
Show unused vch nos. in transactions for					
Retain Original Voucher No. behaviour	: Yes	Enable as Donation Receipt?	:	Yes	
Use effective dates for vouchers	: No	Donation Receipt (Print Style)	:	A4 Portrait	
Allow zero-valued transactions	: No	Bank (Domestic Donation)	:	Kotak Mahindra Bank 9978918369	
Make this voucher type as 'Optional' by default	: No	Enable Foreign Receipt?	:	Yes	
Allow narration in voucher	: Yes	Bank (Foreign Contribution)	:	SBI FC Receipt A/c 969	
Provide narrations for each ledger in voucher	: No				
Enable default accounting allocations	: No				
WhatsApp voucher after saving	: No				

List of Bank Ledgers as entered in Tally will be made available for selection:

List of Banks
♦ Not Applicable
Bank of Baroda
State Bank of India

6. ADDITIONAL DETAILS DURING LEDGER MASTER ALTERATION / CREATION FOR ITR 7 CLASSIFICATION

(A) PARENT :: CAPITAL / DIRECT INCOME/ INDIRECT INCOME/ SALES ACCOUNTS

Ledger Alteration		Bharat Charity		
Name	: COMMISSION	Select Donation / Income Type From List		
(alias)	:	Code	Source	Donation Type
		A1	Domestic	Anonymous Donation
		D1	Domestic	Corpus Donation u/s 80G(2)(b)
		D2	Domestic	Corpus Donation
		D3	Domestic	Government Grants
		D4	Domestic	Company CSR Grants
		D5	Domestic	Other Specific Grants
		D6	Domestic	Other Donation
		F1	Foreign	Corpus Donation u/s 80G(2)(b)
		F2	Foreign	Corpus Donation
		F3	Foreign	Other Donation
		M1	Incomes	Receipts from main objects
		M2	Incomes	Receipts from incidental objects
		M3	Incomes	Rent
		M4	Incomes	Commission
		M5	Incomes	Dividend
		M6	Incomes	Interest
		M7	Incomes	Agricultural Income
		M8	Incomes	Net Consideration on Trf Capital Asset
		M9	Incomes	Any other income
		NA	Not Applicable	Not Applicable
Under	: Direct Incomes	Mail		
		Nam		
		Add		
Type of Ledger	: ♦ Not Applicable	State		
		Cou		
Additional Details for Donations		Ban		
ITR Sch VC Head for Donation? M4		Prov		

(B) PARENT :: CAPITAL / DIRECT EXPENSES/ INDIRECT EXPENSES/ PURCHASES ACCOUNTS

Ledger Alteration		Bharat Charity		
Name	: Rent, Rates and Taxes	Select Expense Type From List		
(alias)	:	Code	Allowed	Expenses Type
		AA10	Allowed	Cannot be Specifically identified
		AA12	Allowed	Not Corpus Donation to Registered Trust or Approved Institution
		AA2	Allowed	Religious
		AA3	Allowed	Relief of Poor
		AA4	Allowed	Educational
		AA5	Allowed	Yoga
		AA6	Allowed	Medical Relief
		AA7	Allowed	Preservation of environment
		AA8	Allowed	Preservation of monuments
		AA9	Allowed	General public utility
		AB1	Disallowed	Corpus Donation to Registered Trust or Approved Institution
		AB2	Disallowed	Donation to Registered Trust or Approved Institution - Not Corpus Out of Accumulated Income
		AB3	Disallowed	Donation to Registered Trust or Approved Institution - Not having same objects
		AB4	Disallowed	Donation to any person other than Registered Trust or Approved Institution
		AB5	Disallowed	Application outside India - approval obtained
		AB6	Disallowed	Application outside India - approval NOT obtained
		AB7	Disallowed	Purpose not covered in the objects
		AB8	Disallowed	Any other disallowed
		NA	Not Applicable	Not Applicable
Under	: Indirect Expenses	Mail		
		Nam		
		Add		
Type of Ledger	: ♦ Not Applicable	State		
		Cou		
Additional Details for Expenditure of NGO		Ban		
ITR Sch A Head for Expenditure? AA10		Prov		

(C) PARENT : BANK ACCOUNTS / BANK OD ACCOUNTS / BANK OCC ACCOUNTS

Ledger Alteration

Bharat Charity

Name : **Kotak Mahindra Bank 9978918369**
(alias) :

Under : **Bank Accounts**
(Current Assets)

Mailing Details

Name
Address

Bank Account Details

A/c Holder's Name : **Bharat Charity**
A/c No. : **9978918369**
IFS Code : **KKBK0002870**
SWIFT Code :
Bank Name : **Kotak Mahindra Bank (India)**
Branch : **Bhatar Road**
Client Code :

State
Country
Pincode

Type of FC Bank Account ? **Utilisation Bank Accounts**
A/c Opening Date ? **4-Apr-1996**
Set/Alter Bank configuration : **No**

Select Type of FC Bank Account from List

♦ Not Applicable
Keeping or Utilising FC
Receipt of FC
Utilisation Bank Accounts

7. **DONOR MASTER**

Navigation →

Gateway of Tally→ **"O" DONOR MASTER**

Gateway of Tally

Gateway of Donor Master

DONOR MASTER

Create

Alter

Display

Quit

(A) CREATE DONOR

TallyPrime SILVER **MANAGE**

K: Company **Y: Data**

Create Donor

Donor Name
Address
ID Code Type
ID Code No
Reg No
Contact

(B) ALTER DONOR

Donor Name	Donor Address	Donor ID Type Code	Donor ID Type Code	Donor Reg No	Donor Contact
amir khan	surat	Permanent Account Number	abcde9836a		987654321
amitabh bachchan	surat	Aadhaar Number	123456789012		87654321
NIRMAL PRASAN GHORAWAT	SURAT	Aadhaar Number	821377461837		NIRMAL.GHORAWAT@GMAIL.COM

EXCEL IMPORT / EXCEL EXPORT

FILE PATH IS DISPLAYED

Export File Path is C:\Program Files\TallyPrime (1)\Export\DonorMaster.xlsx
Import File Path is D:\DONORMASTERTEMPLATE.xlsx

EXCEL IMPORT TEMPLATE FOR DONOR MASTER IS PROVIDED BY US.

8. RECEIPT VOUCHER ENTRY

Navigation →

Gateway of Tally→ “V” VOUCHER → F6 (RECEIPT VOUCHER)

Accounting Voucher Alteration (Secondary)		Bharat Charity		6-May-24 Monday	
Donation No. 5				R: Print Donation Receipt	
				Q: Email As PDF	
Account : Cash				F2: Date	
Current balance : 1,77,766.00 Dr				F3: Company	
Particulars		Amount			
Donation		1,200.00		F4: Contra	
Cur Bal: 1,13,400.00 Cr				F5: Payment	
				F6: Receipt	
				F7: Journal	
				F8: Sales	
				F9: Purchase	
				F10: Other Vouchers	
				F: Autofill	
				H: Change Mode	
				I: More Details	
				C: Create Donor	
				D: Donor Details	
				O: Related Reports	
				L: Optional	
				T: Post-Dated	
Is Donation Receipt? (Yes / No): Yes					
Narration:		1,200.00			
Q: Quit		A: Accept		D: Delete	
				X: Cancel Vch	
				F12: Configure	

If you want to enter details as Donation Receipt then:-

Is Donation Receipt? --> Set as Yes

Is Donation Receipt? (Yes / No): Yes

Narration:

Being Donation Received as per Details

OR

Ctrl + D : Donor Details

To Create Donor From Voucher Entry Screen : Ctrl + C : Create Donor

F: Autofill	<
H: Change Mode	<
I: More Details	<
C: Create Donor	<
D: Donor Details	<
O: Related Reports	<

NEW FORM WILL POPUP FOR DETAILS OF DONOR AND DONATION

Donor Details	
Is Anonymous Donation?	: No Yes / No
Is Foreign Contribution?	: Yes No
IT Pre-acknowledgement No	: Yes
Donor Name	: Avaaz, USA
Donor Address	: The City Court Building, Washington DC, USA
Donor ID Type Code	: Tax Identification Number
Donor ID No	: 852-451-7897
Donor Contact	:
FC Donor Type	: Institutional
FC Donor eMail	: Grants@avaaz.Org
FC Donor Weblink	: Www.Avaaz.Org
Donation Details	
Donation towards	: Corpus
Mode of Donation	: Electronic modes including account payee cheque/draft
FC Donation Purpose	: Social
FC Specific Purpose	: Human Rights

Note: Anonymous donation means any voluntary contribution where a person who is receiving such contribution does not maintain any record towards the identity having a name, address, etc

Donor Name, Donor Address, Donor ID Type, Donor ID Code No are fetched from Donor Master.

Various Dropdown Lists have been provided to capture correct data and faster data entry.

Donation Details		Select Donation Type from List
Donation towards	: Others	Corpus
Income Tax Deduction u/s:		Others
Mode of Donation	: Cash	Specific Grants

Donation Details		Select Eligible Section for Deduction from List
Donation towards	: Corpus	Section 35(1)(ii)
Income Tax Deduction u/s:		Section 35(1)(ia)
Mode of Donation	: Cash	Section 35(1)(iii)
		Section 80G

Donation Details		Select Mode of Donation from List
Donation towards	: Corpus	Cash
Income Tax Deduction u/s:	Section 80G	Electronic modes including account payee cheque/draft
Mode of Donation	: Cash	Kind
		Others

In case of Anonymous Donation (where Name and Address of Donor is not available with NGO) is selected as Yes; the relevant details will be Hidden / Inactivated.

Is Anonymous Donation?	: Yes
Donor Name	: Rudra Tiwari
Donor Address	: surat
Donation Details	
Donation towards	: Corpus
Mode of Donation	: Electronic modes including account payee cheque/draft

Note: Anonymous donation means any voluntary contribution where a person who is receiving such contribution does not maintain any record towards the identity having a name, address, etc



9. PRINT AS DONATION RECEIPT

Navigation → VOUCHER SCREEN → **ALT + R**



CLICK BUTTON ON TOP RIGHT CORNER (R : PRINT DONATION RECEIPT)

The screenshot shows the TallyCapital Voucher Screen. The title bar includes '9: TallyCapital' and 'F1: Help'. The screen displays a date field set to '1-Apr-24 Monday' and an 'Amount' field. On the right side, there is a vertical menu with the following options: 'R: Print Donation Receipt', 'Q: Email As PDF', 'F2: Date', and 'F3: Company'. The 'R: Print Donation Receipt' option is highlighted, indicating it is the selected action.

SAMPLE SECTION OF DONATION RECEIPT IN A5 LANDSCAPE CASE OF 80G AND 12A REGISTERED NGO
(INCOME TAX DEDUCTION TO DONOR)

BHARAT CHARITY NGO				
 <div style="text-align: center;"> BHARAT CHARITY (Registered Public Charitable Trust) Ajanta Shopping Centre, Ring Road, Surat State Name : Gujarat, Code : 24 CIN: U85511GJ2023NPL207207 Contact : 99789-18369 E-Mail : charity@bharat.org www.bharat.org </div>				
DONATION RECEIPT				
Receipt No	: 1	Pre-Ack No	:	Dated : 12-Apr-23
RECEIVED with thanks from: Rudra Tiwari bearing ID No and Type: 8787878787878 (Aadhaar Number)				
Address	: surat			
the sum of ₹	: 5,100.00 (INR Five Thousand One Hundred Only.)			
towards	: Corpus			
by mode of	: Electronic modes including account payee cheque/draft			
	NEFT # 124567 of State Bank of India (India) dated 12-Apr-23 for ₹5,100.00			
eligible for deduction under section : Section 80G of the Income Tax Act, 1961.				
Our Income Tax Unique Registration No u/s 80G(5) & date : AABTB7845JE20231 1-Apr-23				
Terms & Conditions				
1. Cheque or DD is subject to realisation.				
2. This Receipt is exempt from levy of StampDuty vide Exemption (b) of Article 53 in Schedule 1 of 'The Indian Stamp Act, 1899'.				
For BHARAT CHARITY  TRUSTEE / AUTHORISED SIGNATORY				
Reg#: GUJ/SUR/2023/471 IT PAN#: AABTB7845J ITURN 12A: AABTB7845JF20231 dt: 1-Apr-23 FCRA Reg#: 45657891 CSR Reg#: 987654321				
Bank Details	Bank: Kotak Bank	Branch: Surat	A/c No: 9876541234	IFSC: KKBK0002881
Bank Details (Foreign Contribution)	Bank: SBI	Branch: Surat	A/c No: 123456789	SWIFT: SBISWIFT46

A4 PORTRAIT DONATION RECEIPT WITH LOGO / LETTERHEAD / DONATION DETAILS / TERMS AND CONDITIONS / CREDENTIALS / AUTHORISED SIGNATORY AND BANK DETAILS

BHARAT CHARITY NGO						
 <div style="text-align: center;"> BHARAT CHARITY (Registered Public Charitable Trust) Ajanta Shopping Centre, Ring Road, Surat State Name : Gujarat Code : 24 CIN : U85511GJ2023NPL207207 Contact : 99789-18369 E-Mail : charity@bharat.org www.bharat.org </div>						
DONATION RECEIPT						
Receipt No :		1		Pre-Ack No :		Dated : 1-Apr-23
RECEIVED with thanks from: <u>Nirmal Ghorawat</u>						
Address :		<u>Late Prasan Ghorawat B-515 SNS Atria Vesu Surat</u>				
Contact :		<u>99789-18369</u>				
bearing ID No and Type: <u>ABCDE1234A (Permanent Account Number)</u>						
the sum of ₹ :		<u>5,100.00</u>				
in words :		<u>INR Five Thousand One Hundred Only.</u>				
towards :		<u>Corpus</u>				
by mode of :		<u>Electronic modes including account payee cheque/draft</u>				
<u>Cheque/DD No. 456788 of BANK OF BARODA dated 1-Apr-23 for ₹5,100.00</u>						
Note :		<u>Being Donation Received as per Details</u>				
eligible for deduction under section : <u>Section 80G of the Income Tax Act, 1961.</u>						
Our Income Tax Unique Registration No u/s 80G(5) & date : <u>AABTB7845JE20231 1-Apr-23</u>						
Terms & Conditions						
1. Cheque or DD is subject to realisation.						
2. This Receipt is exempt from levy of Stamp Duty vide Exemption (b) of Article 53 in Schedule 1 of 'The Indian Stamp Act, 1899'.						
						For BHARAT CHARITY  TRUSTEE / AUTHORISED SIGNATORY
Our Credentials						
State Registration: <u>GUJ/SUR/2023/471</u>						
Income Tax PAN: <u>AABTB7845J</u>						
IT URN u/s 12A: <u>AABTB7845JF20231 dated 1-Apr-23</u>						
FCRA Reg No: <u>45657891</u>						
CSR Reg No : <u>987654321</u>						
Bank Details						
Bank Name : <u>Kotak Bank</u>						
A/c No. : <u>9876541234</u>						
Branch & IFS Code: <u>Surat & KKBK0002881</u>						
Bank Details (Foreign Contribution)						
Bank Name : <u>SBI</u>						
A/c No. : <u>123456789</u>						
Branch & SWIFT Code: <u>Surat & SBISWIFT46</u>						
<i>This is a Computer Generated Receipt</i> <i>Thank You for the Contribution</i>						
<div style="display: flex; justify-content: space-between;"> PgUp PgDn PgRight » PgLeft « Home End Zoom </div> <div style="display: flex; justify-content: space-between;"> Page: 1 of 1 In Inches Print Mail Esc </div>						

SAMPLE SECTION OF DONATION RECEIPT IN CASE OF 12A REGISTERED NGO (NO INCOME TAX DEDUCTION TO DONOR)

DONATION RECEIPT

Receipt No : 1 Dated: 26-Aug-23

RECEIVED with thanks from: RAJEEV JAIN

Address : 1, VASANT VIHAR, NEW DELHI

bearing ID No and Type: 123456789987 (Aadhaar Number)

the sum of ₹ : 540.00

in words : (Indian Rupees Five Hundred Forty Only.)

towards : Corpus

by mode of : Electronic modes including account payee cheque /draft

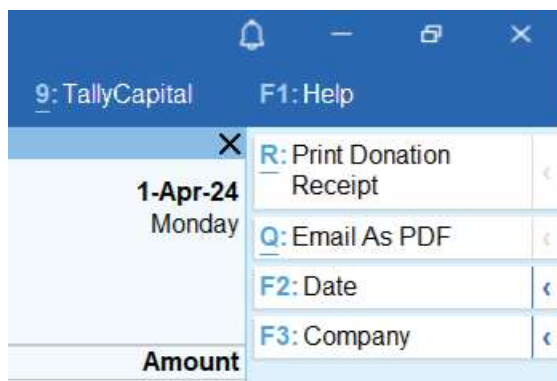
Cheque/DD No. 123456 of State Bank of India (India) dated 1-Apr-23 for ₹ 540.00

10. eMAIL DONATION RECEIPT

Navigation →

VOUCHER SCREEN → **ALT + Q**

CLICK BUTTON ON TOP RIGHT CORNER (Q : EMAIL AS PDF)



eMAIL PREVIEW

E-mail	
E-mail from	: nirmal.ghorawat@gmail.com
E-mail to	: NIRMAL@CANIRMALG.COM
Subject	: Donation Receipt 3 dated:1-Apr-24 of ₹ 1,25,000.00 to Bharat Charity
E-mail report as	: As Attachment
File Name	: DonationReceipt.pdf
<div style="display: flex; justify-content: space-around; margin-top: 20px;"> <div style="border: 1px solid #ccc; padding: 5px 10px; cursor: pointer;">C: Configure</div> <div style="border: 1px solid #ccc; padding: 5px 10px; cursor: pointer;">M: E-mail</div> </div>	

VIEW / EDIT : EMAIL CONFIGURATIONS

Bharat Charity

E-mail Configuration

List of Configurations

Show Less

E-mail Settings

E-mail from	nirmal.ghorawat@gmail.com
E-mail to	NIRMAL@CANIRMALG.COM
Cc to	◆ None
Bcc to	◆ None
Subject	Donation Receipt 3 dated:1-Apr-24 o...
File Name	DonationReceipt.pdf
E-mail message	Dear Sir / Madam Please find attac...
Enable Stripe View	Yes

SAMPLE EMAIL MESSAGE : DONATION SUMMARY IN SUBJECT AND MESSAGE BODY :: PDF AS ATTACHMENT

Donation Receipt 3 dated:1-Apr-24 of ₹ 1,25,000.00 to Bharat Charity

BC

Bharat Charity

5:24 PM • • INBOX

NIRMAL

Dear Sir / Madam

Please find attached with this mail Donation Receipt as per details below:

Donation Receipt No.3

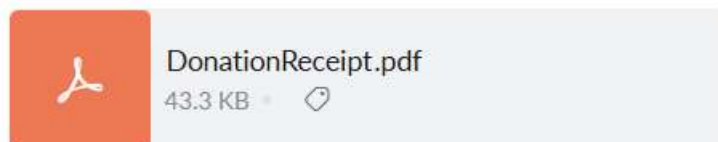
Date 1-Apr-24

Amount ₹ 1,25,000.00

Thank You for the generous contribution.

Issued By: Bharat Charity

1 Attachment(s) • [Download as Zip](#)



[Reply](#) • [Reply All](#) • [Forward](#) • [Edit as new](#)

11. REGISTER OF ALL DONATION RECEIPTS

Navigation →

GATEWAY OF TALLY → DISPLAY MORE REPORTS → ACCOUNT BOOKS → DONATION RECEIPTS

OR

GATEWAY OF TALLY MENU → **D + A + N** KEYSTROKES

DONATION RECEIPTS REGISTER

Date	Vch Type	Vch No	Donor Name	Address	ID Type	ID No	Mode	Towards	Amount
26-Aug-23	Receipt	2	Sagar Jain	Paltan Bazaar, A T Road, Guwahati 781001 Assam	Aadhaar Number	123456789123	Electronic modes	u/s Section 80G towards Corpus	5,000.00
26-Aug-23	Domestic Receipt	1	Anonymous	N/A	N/A	N/A	Cash	N/A	500.00
26-Aug-23	Foreign Receipt	1	RAJEEV JAIN	1, VASANT VIHAR, NEW DELHI	Aadhaar Number	123456789987	Electronic modes	u/s Section 80G towards Specific Grants	4,560.00

ANONYMOUS DONATIONS are highlighted in RED COLOR.

SCROLL / PRESS ENTER KEY TO GO TO SELECTED VOUCHER → ALTER / DISPLAY or ALT+R to PRINT DONATION RECEIPT

12. INCOME TAX REPORTS

Navigation →

GATEWAY OF TALLY → DISPLAY MORE REPORTS

OR

GATEWAY OF TALLY MENU →

D + X KEYSTROKES



13. FORM 10BD

Navigation →

GATEWAY OF TALLY → DISPLAY MORE REPORTS → INCOME TAX REPORTS --> FORM 10BD (UNDER HEAD STATUTORY)

OR

GATEWAY OF TALLY MENU → **D + X + B** KEYSTROKES

Form 10BD - Part B - Details of the Donors and Donations						Bharat Charity Demo					
Sl. No.	Pre Acknowledgement Number	ID Code	Unique Identification Number	Section Code	Unique Registration Number (URN)	Date of Issuance of Unique Registration Number	Name of donor	Address of Donor	Donation Type	Mode of receipt	Amount of donation (Indian rupees)
1		Aadhaar Number	123456789123	Section 80G	ABCDE1234AG45-612	1-4-2022	Sagar Jain	Paltn Bazaar, A T Road, Guwahati 781001 Assam	Corpus	Electronic modes including account payee cheque/draft	5,000.00
2		Aadhaar Number	123456789987	Section 80G	ABCDE1234AG45-612	1-4-2022	RAJEEV JAIN	1, VASANT VIHAR, NEW DELHI	Specific Grants	Electronic modes including account payee cheque/draft	4,560.00

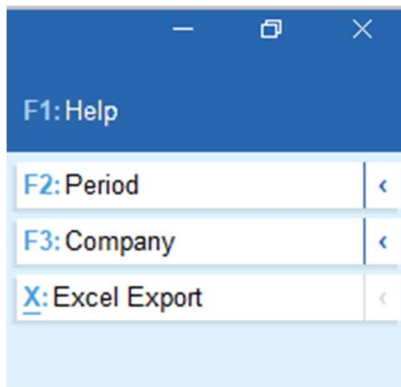
Note: Anonymous donation means any voluntary contribution where a person who is receiving such contribution does not maintain any record towards the identity having a name, address, etc
2. Donation marked Anonymous during Receipt Creation are NOT INCLUDED in FORM 10BD

DONATIONS MARKED ANONYMOUS DURING DONATION RECEIPT CREATION ARE NOT INCLUDE IN FORM 10BD

TO EXPORT TO EXCEL

Navigation →

ALT+ X



14. BASIC DETAILS AND LEGAL (CORRESPONDING TO AUDIT REPORT IN FORM 10B / 10BB)

Navigation →

GATEWAY OF TALLY → DISPLAY MORE REPORTS → INCOME TAX REPORTS --> BASIC DETAILS AND LEGAL

OR

GATEWAY OF TALLY MENU → **D + X + S** KEYSTROKES

Basic Details And Legal	
Basic Details	
1. PAN of the Auditee	: ABCDE1234A
2. Name of the Auditee	: Bharat Charity
3. Assessment Year	: 2025-26
4. Previous Year	: 1-Apr-24 To 31-Mar-25
5. Registered address of the auditee:	434, Ajanta Shopping Centre,, Ring Road, Surat, Gujarat - 395002 India
6. Other address, if applicable:	N/A
Legal	
7. Type of the auditee	: Trust
8. Is established under an instrument	? Yes / No

15. DONATIONS SUMMARY (CORRESPONDING TO AUDIT REPORT IN FORM 10B / 10BB)

Navigation →

GATEWAY OF TALLY → DISPLAY MORE REPORTS → INCOME TAX REPORTS --> DONATIONS SUMMARY

OR

GATEWAY OF TALLY MENU → **D + X + D** KEYSTROKES

Voluntary Contributions to be Reported in Audit Report in Form 10B/10BB		
Particulars	:	Amount
Total Voluntary Contribution	:	10,81,024.00
Of which Towards Corpus	:	5,43,400.00
Of which Anonymous Donation	:	2,26,200.00
Voluntary contributions required to be APPLIED	:	3,11,424.00

16. **DONOR WISE AGGREGATE DONATIONS** (CORRESPONDING TO AUDIT REPORT IN FORM 10B / 10BB)

Navigation →

GATEWAY OF TALLY → DISPLAY MORE REPORTS → INCOME TAX REPORTS --> DONATIONS BY DONOR

OR

GATEWAY OF TALLY MENU → **D + X + Y** KEYSTROKES

List of Donations By Donor			BHARAT CHARITY NGO		X
Serial No	Name	Address	ID Code Type	ID Code No	Amount
1	Pratik Bhojwani	Jaipur	Permanent Account Number	ABAPB7894A	67,340.00
3	Preyas Shah	ahmedabad	Aadhaar Number	787878787878	20,000.00
4	Vidhi Gopal	Surat	Permanent Account Number	AXGPG1959M	17,111.00
5	Nirmal Ghorawat	Late Prasan Ghorawat B-515 SNS Atria Vesu Surat	Permanent Account Number	ABCDE1234A	16,100.00
6	Sachin Tendulkar	Grant Road, Mumbai	Passport number	D7896446	15,421.00
7	Swati Ghorawat	Late Prasan Ghorawat B-515 SNS Atria Vesu Surat	Permanent Account Number	ABCDE2345B	14,800.00
8	Pranav Mishra	Mumbai	Electors Photo Identity Number	DPB7894567	5,500.00

This Report can be used to prepare Details of Donors who have contributed more than Rs. 50,000/- in a Financial Year to be submitted in Audit Report (Form 10B/ Form 10BB).

Note: We use ID Code No to aggregate the Donations Donor Wise.

System Limitation : Use of Different ID Types by Donor

17. ITR 7 :: SCHEDULE VOLUNTARY CONTRIBUTIONS

Navigation →

GATEWAY OF TALLY → DISPLAY MORE REPORTS → INCOME TAX REPORTS → SCH VOLUNTARY CONTRIBUTIONS

OR

GATEWAY OF TALLY MENU → **D + X + V** KEYSTROKES

ITR 7 Schedule Voluntary Contributions			
Domestic Contribution			
Corpus Donation u/s 80G(2)(b)	:		
Other Corpus Donation	:		11,000.00
<i>Corpus Donation</i>	:	11,000.00	
Total Corpus Donation	:		11,000.00
Government Grants	:		
Companies CSR Grants	:		
Other Specific Grants	:		
Other Donation	:		1,13,400.00
<i>Donation</i>	:	1,13,400.00	
Total Donation (Other Than Corpus)	:		1,13,400.00
Total Domestic Contribution	:		1,24,400.00
Foreign Contribution			
Corpus Donation u/s 80G(2)(b)	:		
Other Corpus Donation	:		
Total Foreign Contribution (Corpus)	:		
Other Donation	:		7,31,624.00
<i>Foreign Contribution - Donation</i>	:	7,31,624.00	
Total Foreign Contribution	:		
Total Contribution	:		1,24,400.00
Anonymous Contribution			
Anonymous Donation	:		2,25,000.00
<i>Anonymous Donation</i>	:	2,25,000.00	
Higher of 5% of Total Donation or Rs. 1,00,000/-:			1,00,000.00
Anonymous Donation Taxable @ 30% u/s 115BBC:			1,25,000.00

18. ITR 7 :: SCHEDULE AGGREGATION OF INCOME

Navigation →

GATEWAY OF TALLY → DISPLAY MORE REPORTS → INCOME TAX REPORTS --> SCH AGGREGATE OF INCOME

OR

GATEWAY OF TALLY MENU → **D + X + G** KEYSTROKES

ITR 7 Schedule Aggregation of Income			
Receipts from main objects	:		11,000.00
<i>Admission Fees</i>	:	9,900.00	
<i>Registration Fees</i>	:	1,100.00	
Receipts from incidental objects	:		13,800.00
<i>Sale Of Publications</i>	:	15,000.00	
<i>Subscription Fees Newsletter</i>	:	1,200.00	
Rent	:		7,400.00
<i>RENT</i>	:	7,400.00	
Commission	:		1,500.00
<i>COMMISSION</i>	:	1,500.00	
Dividends	:		220.00
<i>DIVIDEND FROM LIMITED COMPANY:</i>		100.00	
<i>DIVIDENDS FROM CO-OPERATIVE BANKS:</i>		120.00	
Interest	:		4,813.00
<i>INTEREST ON FDR</i>	:	3,500.00	
<i>INTEREST ON LOANS AND ADVANCES:</i>		1,211.00	
<i>INTEREST ON SB ACCOUNTS</i>	:	102.00	
Agricultural Income	:		1,100.00
<i>AGRICULTURAL INCOME</i>	:	1,100.00	
Net Consideration on Trf Capital Asset	:		12,000.00
<i>NET GAIN FROM SALE OF CAPITAL ASSET:</i>		12,000.00	
Any other Incomes	:		1,200.00
<i>OTHER INCOME</i>	:	1,200.00	
Not Applicable or Not Classified	:		11,100.00
<i>JAIN TEACHING</i>	:	11,100.00	

19. ITR 7 :: SCHEDULE APPLICATION OF INCOME

Navigation →

GATEWAY OF TALLY → DISPLAY MORE REPORTS → INCOME TAX REPORTS --> SCH APPLICATION OF INCOME

OR

GATEWAY OF TALLY MENU → **D + X + P** KEYSTROKES

ITR 7 Schedule Application of Income			
Donation to Registered Trust or Approved Institution - Not Corpus:			200.00
General Donations Paid	:	200.00	
Religious	:		121.00
Puja Expenses	:	121.00	
Relief of Poor	:		350.00
Relief Money To Downtrodden	:	350.00	
Educational	:		1,000.00
Teacher Expenses	:	1,000.00	
Yoga	:		10.00
Yoga Trainer Honorarium	:	10.00	
Medical Relief	:		231.00
Healthcare Camps	:	231.00	
Preservation of environment	:		99.00
Planting of Trees & Nursery	:	99.00	
Preservation of monuments, etc.	:		167.00
Heritage Repairs And Maintainence:		167.00	
General Public Utility	:		9.00
Other Welfare Expenses	:	9.00	
Cannot be Specifically identified	:		17,945.00
Electricity Expenses	:	2,001.00	
General Expenses	:	321.00	
Insurance	:	2,000.00	
Publicity Expenses	:	1,523.00	
Rent, Rates and Taxes	:	12,100.00	
Corpus Donation to Registered Trust or Approved Institution:			122.00
Corpus Donations Given	:	121.00	

20. ITR 7 :: SCHEDULE J(E) DONATIONS IN KIND

Navigation →

GATEWAY OF TALLY → DISPLAY MORE REPORTS → INCOME TAX REPORTS --> SCH J(E) DONATIONS IN KIND

OR

GATEWAY OF TALLY MENU → **D + X + K** KEYSTROKES

Schedule J (E) Donations in Kind		Bharat Charity
Name of Donor	Address of Donor	Donation / VC Amount
SWATI GHORAWAT	404, SUNTOWER APPARTMENT, JIVKOR NAGAR, SURAT	11,000.00

21. ITR 7 :: LIST OF BANK ACCOUNTS

Navigation →

GATEWAY OF TALLY → DISPLAY MORE REPORTS → INCOME TAX REPORTS --> LIST OF BANK ACCOUNTS

OR

GATEWAY OF TALLY MENU → **D + X + N** KEYSTROKES

List of Bank Accounts				Bharat Charity
LIST OF BANK ACCOUNTS				
Sl. No	IFSC Code	Bank Name (or Ledger Name)	Branch Name	Account Number
1	BARBOSALABA	Bank of Baroda (India)	Salabatpura	026200005712
2	IFSC012A001	State Bank of India (India)	New Delhi	54
3	KKBK0002870	Kotak Mahindra Bank (India)	Bhatar Road	9978918369
4	SBIN0009166	State Bank of India (India)	New Delhi	5467894969

22. EXPORT TO EXCEL – ALL NGO INCOME TAX REPORTS

Navigation →

GATEWAY OF TALLY → DISPLAY MORE REPORTS → INCOME TAX REPORTS --> EXPORT TO EXCEL

OR

GATEWAY OF TALLY MENU → **D + X + X** KEYSTROKES

SINGLE CLICK / SINGLE EXCEL FILE.

23. FOREIGN CONTRIBUTION – REPORTS

Navigation →

GATEWAY OF TALLY → DISPLAY MORE REPORTS → FOREIGN CONTRIBUTION REPORTS (UNDER HEAD STATUTORY)

Gateway of Tally
Display More Reports

OR

GATEWAY OF TALLY MENU → D + R KEYSTROKES

Foreign Contribution Reports
FC4 ANNUAL RETURN
BasicDetails
DONATION TABLES
DonorWise FC
PurposeWise FC
BAnkAccounts FC
EXport To Excel
Quit

24. BASIC DETAILS

Basic Details FC-4	
Basic Details	
1. NITI Aayog DARPAN Id	: GJ/2021/0011234
2. Account of Foreign Contribution (FC) for the year ending on the 31st March:	2025
3. Name	: Bharat Charity
4. Address	: 434, Ajanta Shopping Centre,, Ring Road, Surat, Gujarat - 395002 India
5. FCRA No	: 12356784

25. DONOR WISE FOREIGN CONTRIBUTION

Donor wise detail of foreign contribution received						
Sl No	Name of Donor(s)	Institutional / Individual	Details of the donor: official address; e-mail address; website address	Purpose for which received	Specific activity project	Amount Rs
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1	Avaaz, USA	Institutional	The City Court Building, Washington DC, USA e-Mail: Grants@avaaz.Org Web: www.Avaaz.Org	Social	Human Rights	1,25,000.00
2	Bertha Foundation	Institutional	Suite #111, Tower B, Manhattan, New York, USA e-Mail: Web:	Educational	Surat School Project	2,54,200.00
3	Economics Elevate	Institutional	School of Economics, London e-Mail: Web:	Educational	Surat School	99,000.00
4	Endowment for Education	Institutional	The City of Paris, France e-Mail: Web:	Educational	Surat School	45,120.00
5	Society for Poverty Alleviation	Institutional	The Poor Development Fund, New Jersey, USA e-Mail: Web:	Social	Food for Poor	45,124.00
6	The Church Society	Institutional	Vatican City, Vatican e-Mail: Web:	Religious	Church Building	98,754.00
7	The Culture Foundation	Institutional	UNESCO Building, New York e-Mail: Web:	Cultural	Music And Culture Festival	45,676.00

26. PURPOSE WISE FOREIGN CONTRIBUTION

Z: Exchange		G: Go To	O: Import
Purpose		Amount (Rs.)	
Social		1,70,124.00	
Cultural		45,676.00	
Educational		3,98,320.00	
Economic			
Religious		98,754.00	
Total		7,12,874.00	

27. FOREIGN CONTRIBUTION BANK ACCOUNTS

List of Foreign Contribution Bank Accounts		Bharat Charity		
LIST OF FOREIGN CONTRIBUTION BANK ACCOUNTS				
(a) Details of FCRA Account for receipt of foreign contribution				
Bank Name (or Ledger Name)	Branch Name	IFSC Code	Account Number	A/c Open Date
State Bank of India (India)	New Delhi	IFSC012A001	54	1-Apr-24
State Bank of India (India)	New Delhi	SBIN0009166	5467894969	1-Apr-20
(b)Details of FCRA Account for keeping or utilising foreign contribution				
Bank Name (or Ledger Name)	Branch Name	IFSC Code	Account Number	A/c Open Date
Bank of Baroda (India)	Salabatpura	BARBOSALABA	026200005712	4-Apr-21
(d) Details of all utilisation bank accounts (if any) for utilisation of the Foreign Contribution				
Bank Name (or Ledger Name)	Branch Name	IFSC Code	Account Number	A/c Open Date
Kotak Mahindra Bank (India)	Bhatar Road	KKBK0002870	9978918369	4-Apr-1996

28. EXPORT ALL FOREIGN CONTRIBUTION REPORTS TO EXCEL

SINGLE CLICK / SINGLE EXCEL FILE – ALL FC4 TABLES / REPORTS