

DOCUMENTS TO BE REQUIRED FOR TRUST REGISTRATION UNDER SINDH TRUST ACT 2020

All the intended Trusts/Trustees shall require to complete the following documents for the Registration of Trust

- A- **MEMORANDUM OF ASSOCIATION**; Containing Name of Trust, main Office Address of the Trust, Objectives of the Trust and Author(s) of the Trust Schedule-1
- B- **TRUST DEED** (on 2000 Rupees Stamp Paper). It is legal evidence of Trust's existence and contains rules and regulations of Trust. It shall be presented to the Director in original as well as attested copy, the original should be returned to the Trustee after Registration. The documents shall contain Bye-Laws regarding Power/ Duties of the Trustees and procedure pertaining to the changes, removal or addition of Trustees Co- Trustee(s) or Beneficiaries or any other person exercising ultimate effective control over the Trust. It shall also contain procedure for amendment in the trust Deed, Dissolution of the trust and Duties and responsibilities of the Members of the Trust.
- C- **AFFIDAVIT**, As required under Section-10(2) of the Act on Schedule-II (Acceptance Certificate of Trustee as per Sindh Trust Act-2020).
- D- **ATTESTED**: Attested copies of CNICs or Passport (in case of foreigner trustee).
- E- **PROOF OF THE REGISTERED OFFICE ADDRESS**: Permanent Address of the trust like premises documents, mutation or any other proof.
- F- **N.O.C/RENTAL AGREEMENT**: No Objection Certificate shall be signed by the Landlord or in case rent office then Rental Agreement shall be submitted.
- G- **UTILITY BILL**: Electricity Bills Gas Bills where address of trust shall be reflected in such Utility Bills.
- H- **AFFIDAVIT ON SCHEDULE-III (NO LEGAL PROCEEDING/ NO CRIMINAL RECORD)**; Attesting that neither any Member of Trust it self is involved in any Criminal Activities and No Legal proceeding against any of above under Trial in any Court of Law.
- I- **BANK CHALLAN**: Bank Challan of Rs.10,500/- (rupees Ten Thousand Five Hundred only).
- J- **FOR FRESH/NEW REGISTRATION OF TRUST UNDER SINDH TRUST ACT 2020:-** The Trustee / Author of the Trust shall submit 05 name of Trust in a application format addressed to the Assistant Director subsequently, the concerned officer shall select name of trust after checking data from the already registered existing trust in order to avoid Duplication of Trust.
- K- Any other documents as Assistant Director or Director may require.
- L- Passport Picture of Author (for Natural Person) and Trustee along with Sign and Thumb Impression must be fixed in Original Deed in Last Page of Deed. The first page of will be produced on 2000 Stamp paper and remaining pages are on produced on green ledger paper.
- M Authority Letter of a Person (who is responsible for the registration matter of Trust)
- N- Trust Member's details on Schedule-IV,
- O- It is mandatory for the Author (for Natural Person) and all Trustee as well as Two witnesses to be physically present along with their identity proof at the time of Registration of Trust.
- P. Proforma for Trust
- Q. In case of old registration under Trust Act 1882 (repeal act) either normal trust or specialized trust, the trust deed of 2000 Stamp paper shall be used for the registration of under Sindh Trust Act 2020 wherein in such deed the previous registration number along with micro film number (if any) office of sub-registrar address dated or any amendment registration number (if any) shall be mentioned in the current deed and all clause shall be produced as per Sindh Trust Act 2020.

R. The first page of deed shall be produced on 2000 Stamp paper and remaining pages shall be produced on green ledger paper.

S. Set of Photo copy with Original Documents must be submitted with proper attestation by registered Notary Public.

T- Old original Trust Deed shall be submitted to officer at the time of submission of documents. Moreover, in case of new appointment of trustee in place of old trustee or removal of trustee, shall be published in a daily leading newspaper and also submit affidavit & resolution in that case.

U- Application required to be addressed to Assistant Director (Trust) at the time of submission of document for the registration of trust, all the document must be completed as per above mentioned requirement, otherwise, the document will be not received accordingly.

NOTE

All the Trusts have to be sign up on below trust portal and uploaded required documents on portal.

Portal Sign up: <http://wtc.sindh.gov.pk/>

Note for Specialized Trust: The Specialized Trust will register only on the specialized portal as display on above shared link, however, normal trust like charity, welfare, religious educational, health etc will be registered on simple trust portal as easily display on above shared link.

After Sign up: <http://wte.sindh.gov.pk/UserTrustlogin.aspx>

Schedule-1 Sce Rule-4 (a)

Memorandum of Association (MOA) under Rule-4(a) of the SINDH Trust Rule-2029

Name of Trust _____

Main office address of the Trust _____

Any other sub office address of the Trust if available _____

Objectives of the Trust _____

Author's Name and address (Present & Permanent) _____

CNIC No. and Cell No. _____

The details of Trustees and beneficiaries are to be provided in the Schedule-IV.

Trustees Signature

Witnesses (1)

Witnesses (2)

Attestation by (Notary Public)

Note: Non-Judicial Stamp on 100 rupees is required for acceptance of every trustee separately.

Schedule-H

See Rule-4 (c)

Acceptance Certificate by Trustee(s)

I _____ S/o _____
Bearing CNIC No _____ solemnly affirm that I have read and understood the duties, responsibilities and liabilities of the trustees as mentioned in Chapter-IV of the SINDH Trust Act-2020.

I. hereby accept the offer of the author of trust namely _____ Situated at _____
To be its trustee I will abide by the provision of the SINDH Trust Act-2020 and SINDH Trust Rules-2020 and will discharge my duties honestly and with the best of my abilities.

Trustee Signature

Witnesses (1) _____

Witnesses (2) _____

Attestation by Oath Commissioner

Schedule-III

See Rule-4 (g)

Affidavit

(Non Judicial Stamp Paper of Rs: 100)

We the following members of trust namely

Situated at _____

Declare and affirm that:

1. No trust is registered in the name of _____ under SINDH Trust Act-2020, SINDH Trust Rules-2020 or any other law.
2. We are not involved in any criminal activity.
3. The trust deed and memorandum of association of the trust do not contain any Clause/Section-against the provision of SINDH Trust Act-2020 and SINDH Trust Rules- 2020.
4. The information provided in submitted documents and this affidavit is true to the best of our knowledge and belief.

(Signed by members of the trust in presence of two witnesses and attested by Notary Public.)

DETAILS OF TRUST AND MEMBERS OF THE TRUST AND ANY OTHER NATURAL PERSON EXERCISING CONTROL OVER THE TRUST (IF ANY)

S.No.	DETAILS REQUIRED
1	Trust Assets Details
2	Value of Trust Assets
3	Author Bio-Data
4	Author Assets Details
5	Trustee Bio Data
6	Trustee Dependents Bio Data
7	Trustee and Co Trustees dependents assets at the time of Trust formation
8	Assets details of any other person or legal person (s) associated to the trust
9	Annual Activities details of the trust
10	Any other information as the Authority or Government Required from time to time
11	Bio Data and assets details of beneficiaries (in case of private Trust)
12	Bio Data of beneficiaries only (in case of Public trust)

CORPORATE

[illegible]