



singlewindow.jk.gov.in

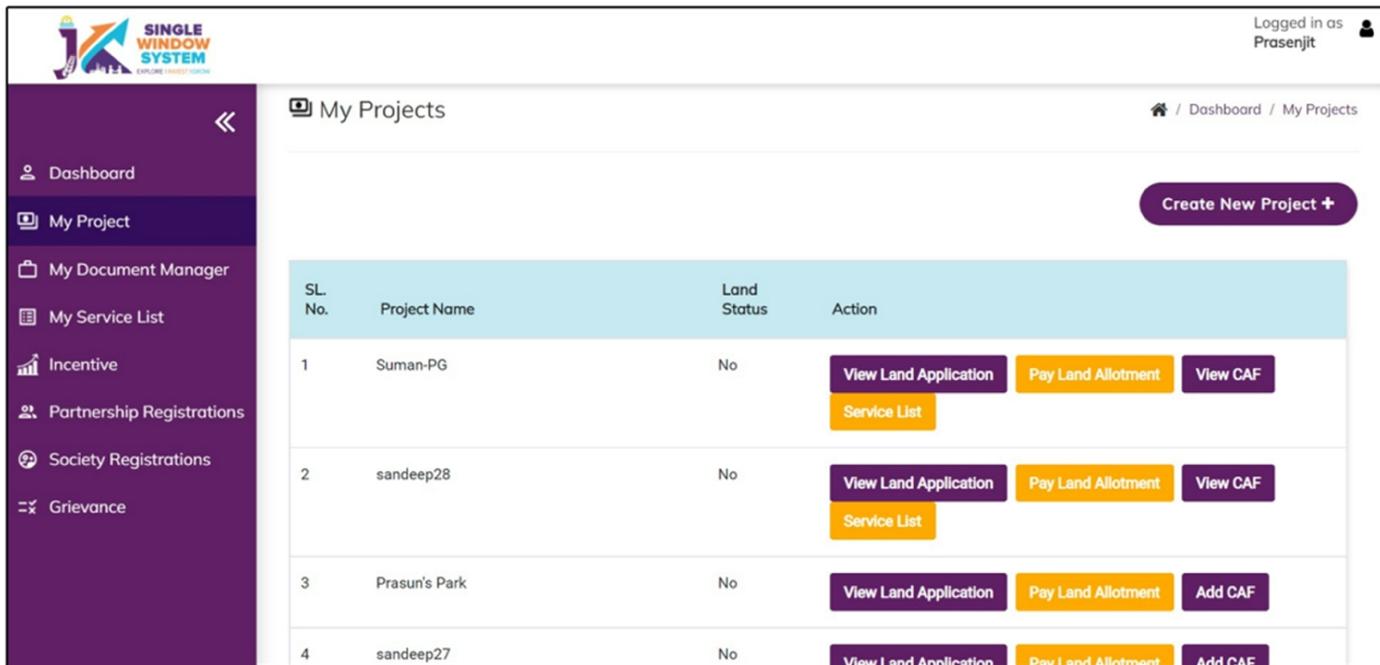
Registration of Cooperative Society

Single Window System - J & K

NOTE

Please Create Project before applying for any services

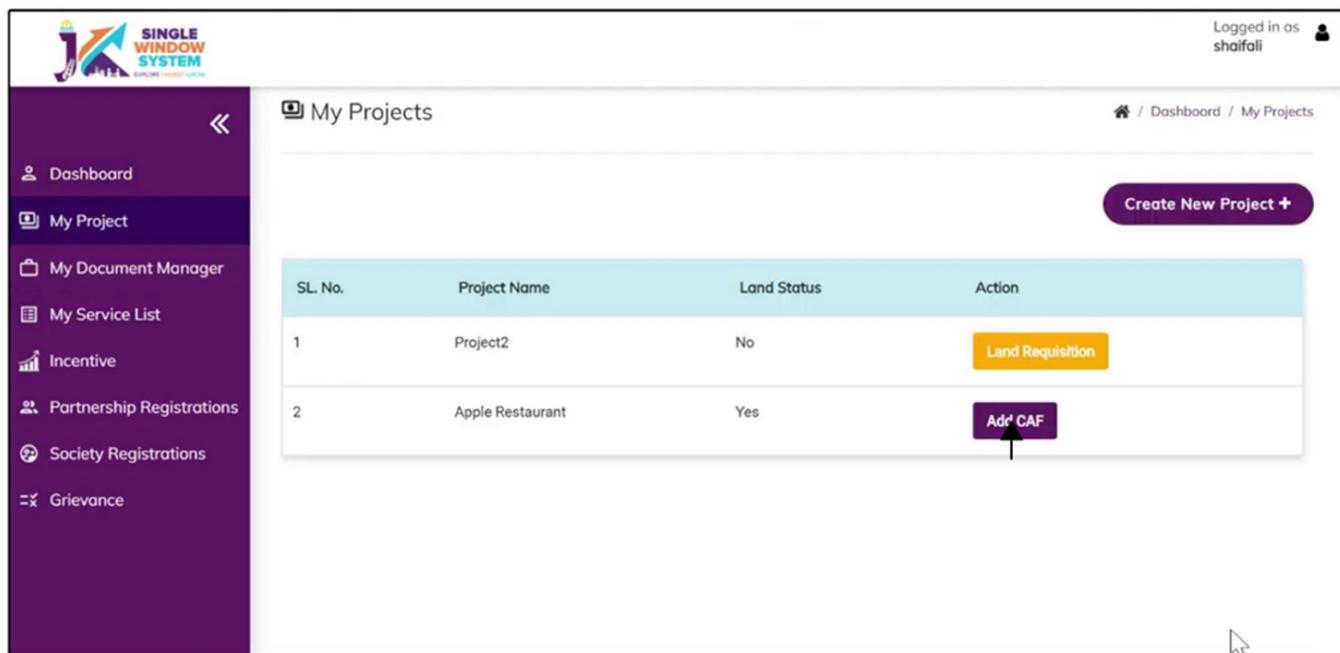
After login into the website, select My Project from the side menu. Then following page will appear. Click on the Create New Project to create your project.



SL. No.	Project Name	Land Status	Action
1	Suman-PG	No	View Land Application, Pay Land Allotment, View CAF, Service List
2	sandeep28	No	View Land Application, Pay Land Allotment, View CAF, Service List
3	Prasun's Park	No	View Land Application, Pay Land Allotment, Add CAF
4	sandeep27	No	View Land Application, Pay Land Allotment, Add CAF

Please Add CAF to Start Applying for Services

After login, select **My Project** from the side menu and click on **Add CAF** action button from the project list. Note: Add CAF button will not come if land requisition payment is incomplete.

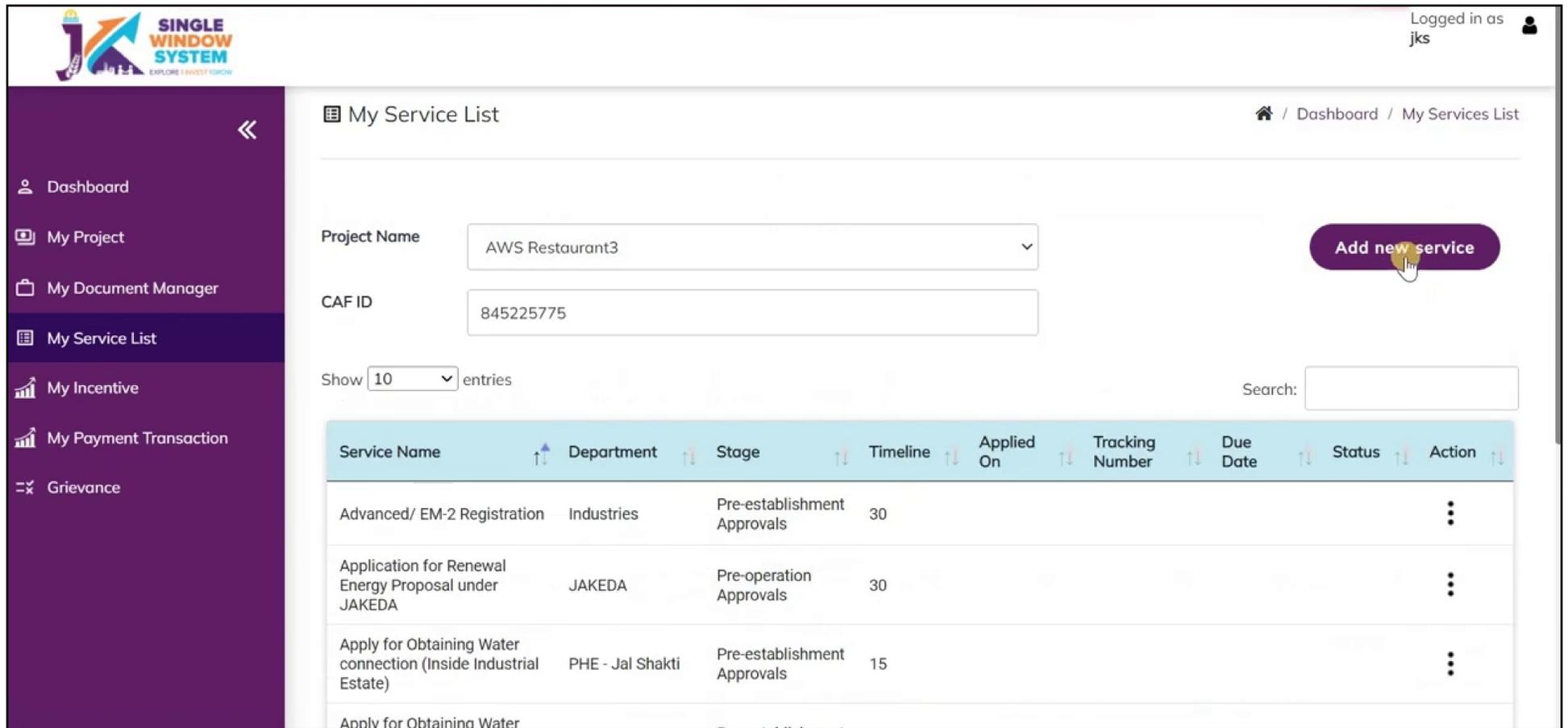


SL. No.	Project Name	Land Status	Action
1	Project2	No	Land Requisition
2	Apple Restaurant	Yes	Add CAF

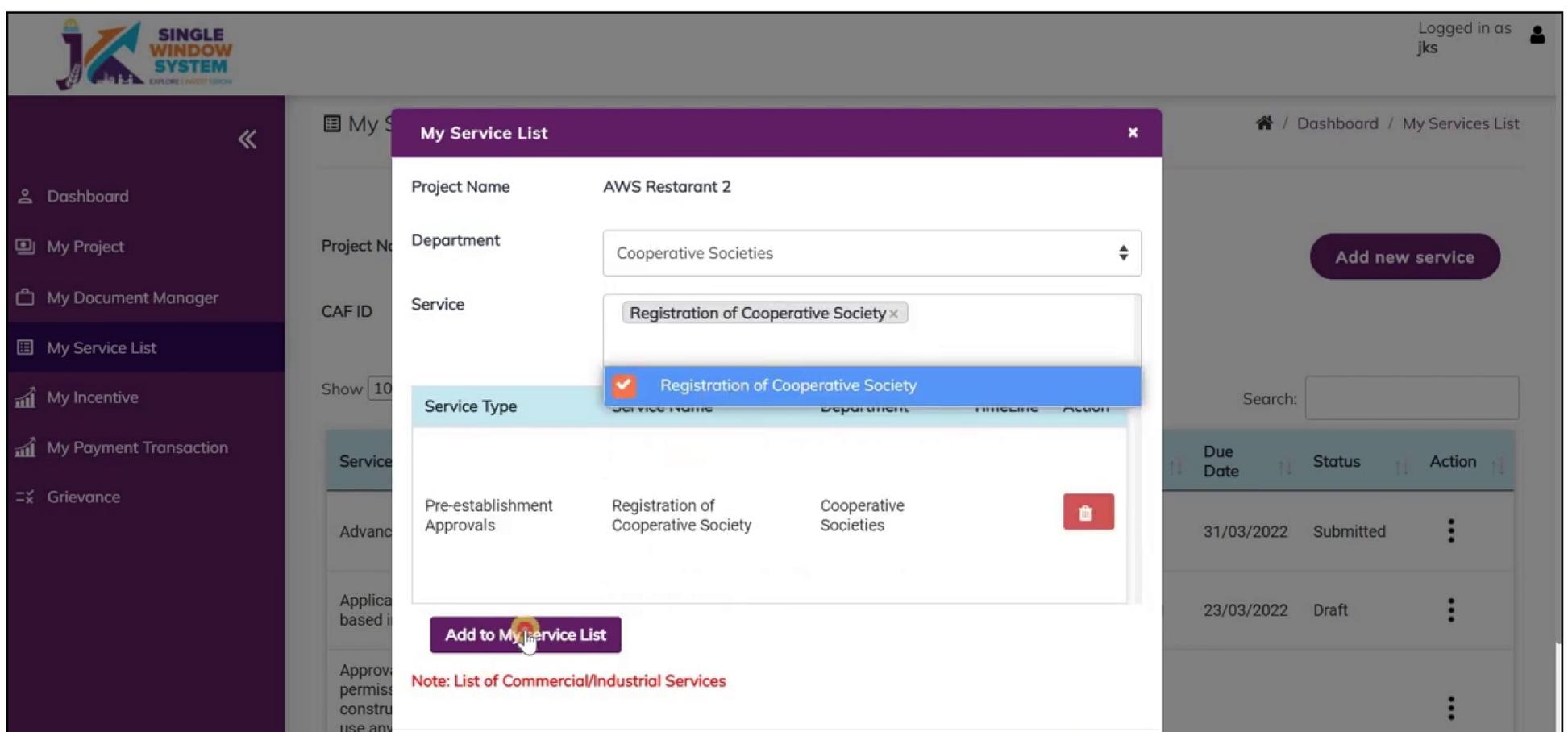
For more details on how to create project and add CAF, visit the following link:
https://singlewindow.jk.gov.in/user_manual

Registration of Cooperative Society

After login, select **My Service List** from the left side menu and click on the Add New Service button

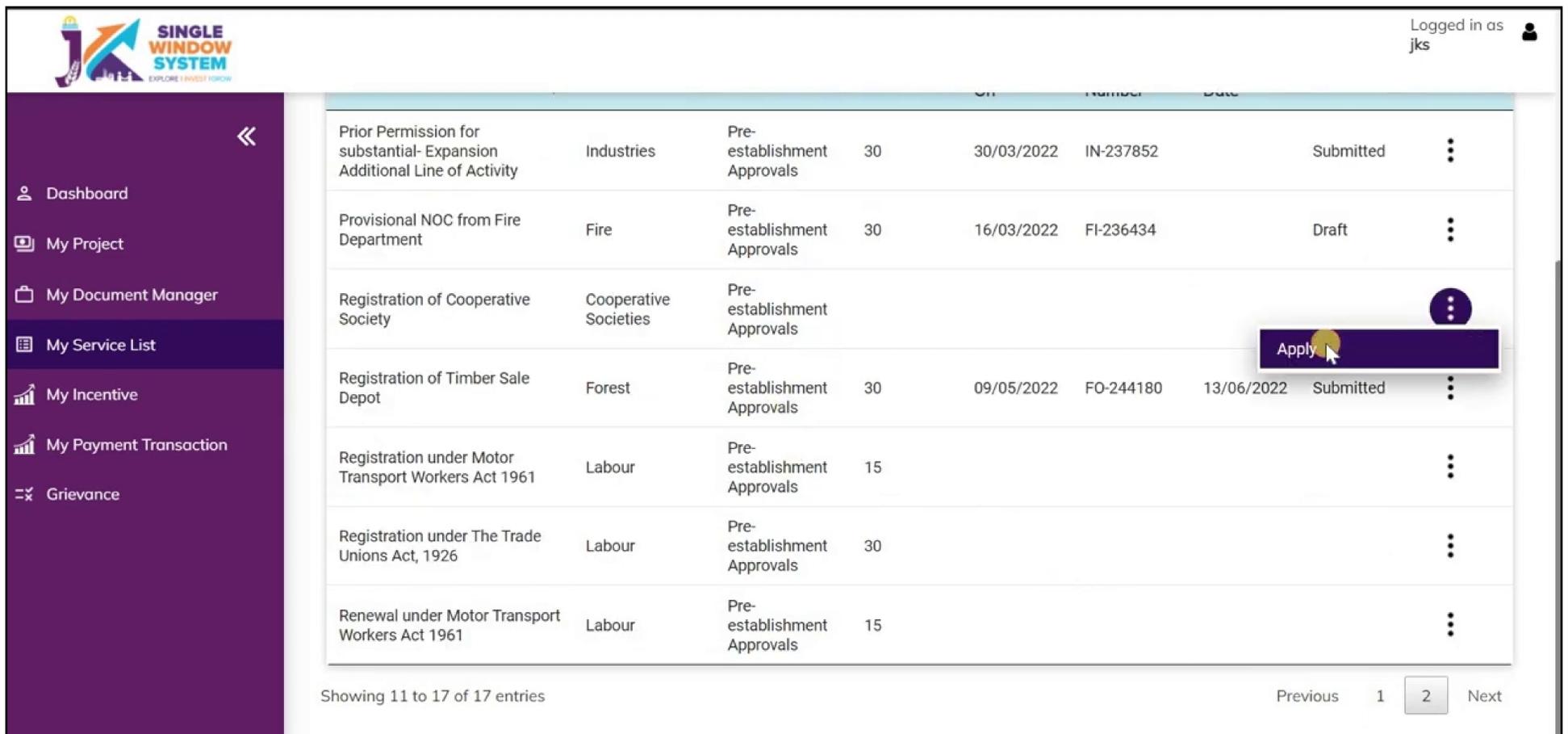


After clicking on **Add New Service**, A pop-up named **My Service List** will appear. Select **Cooperative Societies** in the **Department** field and check **Registration of Cooperative Society** in Service field. Now, click on Add to My Service List button.



Now, Registration of Cooperative Society is successfully added to **My Service List**.

Now, click on **Apply** from action next to the service named **Registration of Cooperative Society** from **Cooperative Societies**.

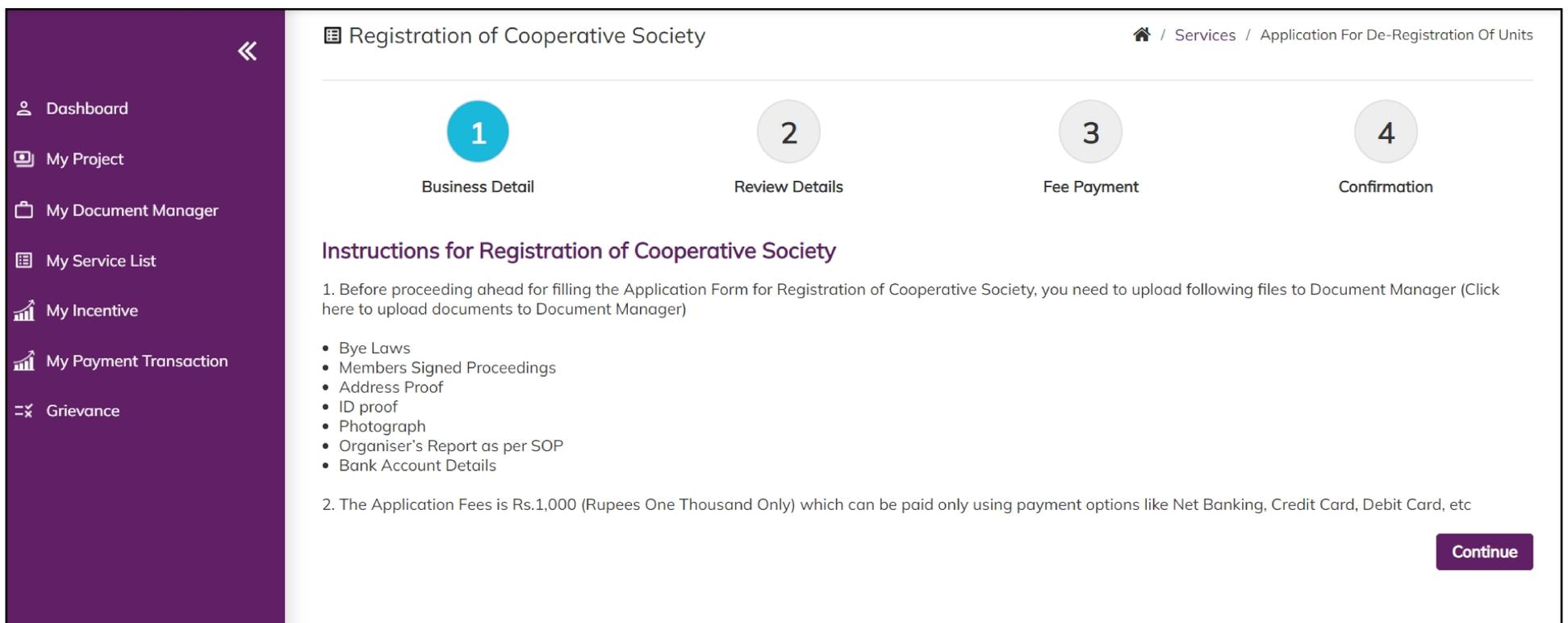


Service Name	Category	Pre-establishment Approvals	30	30/03/2022	IN-237852	Submitted	⋮
Prior Permission for substantial- Expansion Additional Line of Activity	Industries	Pre-establishment Approvals	30	30/03/2022	IN-237852	Submitted	⋮
Provisional NOC from Fire Department	Fire	Pre-establishment Approvals	30	16/03/2022	FI-236434	Draft	⋮
Registration of Cooperative Society	Cooperative Societies	Pre-establishment Approvals					⋮
Registration of Timber Sale Depot	Forest	Pre-establishment Approvals	30	09/05/2022	FO-244180	13/06/2022 Submitted	⋮
Registration under Motor Transport Workers Act 1961	Labour	Pre-establishment Approvals	15				⋮
Registration under The Trade Unions Act, 1926	Labour	Pre-establishment Approvals	30				⋮
Renewal under Motor Transport Workers Act 1961	Labour	Pre-establishment Approvals	15				⋮

Showing 11 to 17 of 17 entries

Previous 1 2 Next

After clicking on **Apply**, Instructions for Registration of Cooperative Society page will appear. Read the instructions carefully and then click on the **continue** button to proceed.



Registration of Cooperative Society

Home / Services / Application For De-Registration Of Units

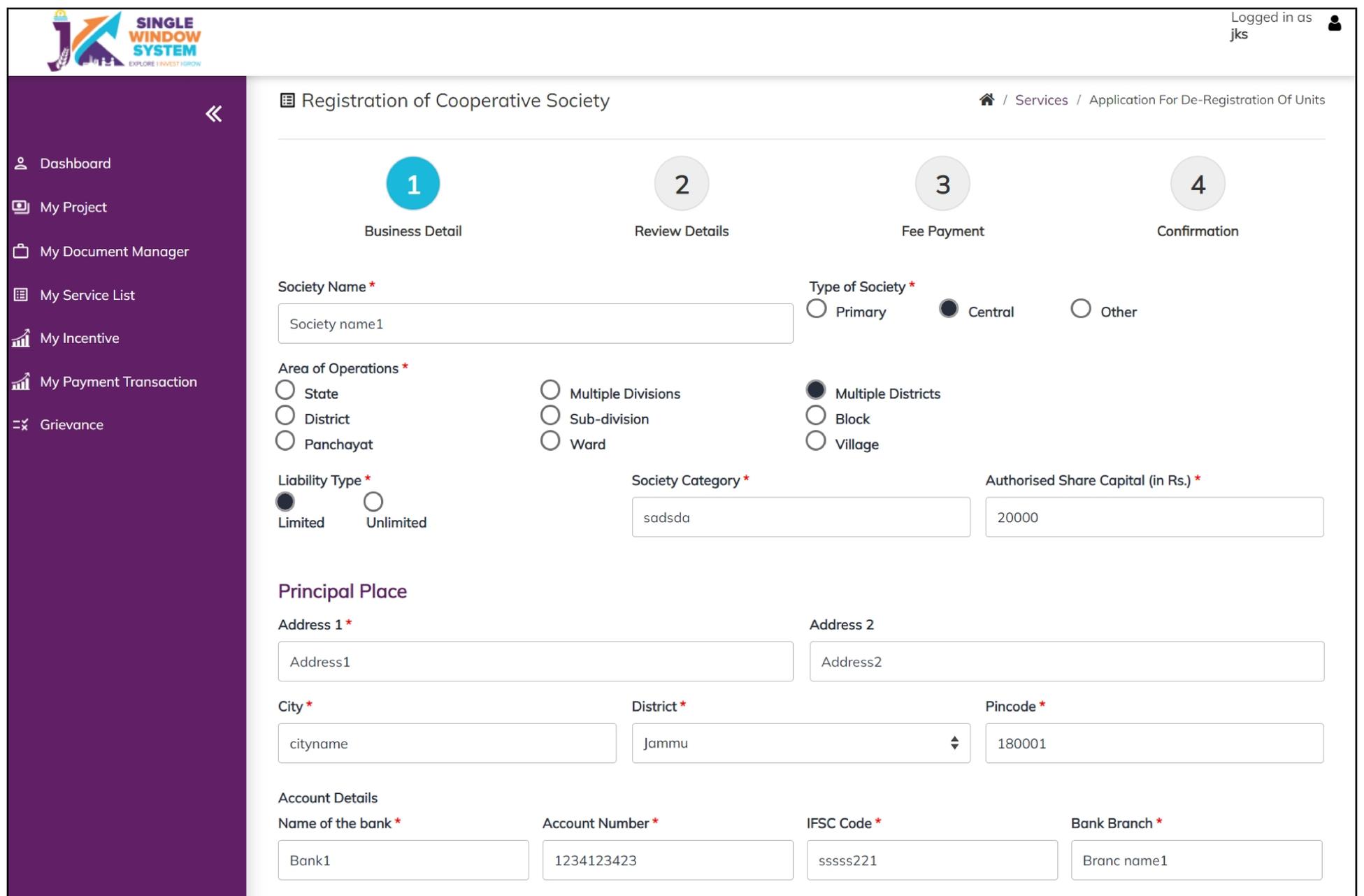
1 Business Detail 2 Review Details 3 Fee Payment 4 Confirmation

Instructions for Registration of Cooperative Society

- Before proceeding ahead for filling the Application Form for Registration of Cooperative Society, you need to upload following files to Document Manager (Click here to upload documents to Document Manager)
 - Bye Laws
 - Members Signed Proceedings
 - Address Proof
 - ID proof
 - Photograph
 - Organiser's Report as per SOP
 - Bank Account Details
- The Application Fees is Rs.1,000 (Rupees One Thousand Only) which can be paid only using payment options like Net Banking, Credit Card, Debit Card, etc

[Continue](#)

Now, the following form will open which you have to fill to proceed:



Society Name- Enter the name of the society.

Type of Society- Select the type of society whether it is Primary, Central or Other.

Area of Operations- Select the area of operation whether it is State, Multiple Divisions, Multiple Districts, District, Sub-division, Block, Panchayat, Ward or Village.

Liability Type- Select whether it is limited liability type or unlimited liability type.

Society Category- Enter the category of the society.

Authorised Share Capital (In Rs.)- Enter the amount of authorised share capital in Rupees.

Principal Place:

Address 1- Enter the address of the principal place here.

Address 2- Enter the address of the principal place here.

City- Enter the name of the city of principal place here.

District - Select the district here.

Pincode - Enter the pincode of the principal place here.

Account Details:

Name of the Bank- Enter the bank name here.

Account Number- Enter here your Bank's Account Number.

IFSC Code- Enter the IFSC code of bank here.

Bank Branch- Mention the bank's branch here.

Members Information

Member 1 Details

Name *	Father/Husband Name *	Mobile No. *	Email Id *
<input type="text" value="Name1"/>	<input type="text" value="fname"/>	<input type="text" value="9876453423"/>	<input type="text" value="a1@gmail.com"/>
Date of Birth *	Aadhaar Number *	District *	Gender *
<input type="text" value="13-05-1884"/>	<input type="text" value="122222222222"/>	<input type="text" value="Jammu"/>	<input type="text" value="Female"/>
Member Photo *	Equity Share *	Occupation Profession *	Bank Details *
<input type="text" value="Document1"/>	<input type="text" value="xasdsad"/>	<input type="text" value="saasas"/>	<input type="text" value="bank details"/>
Resident Address *	Remarks *	Scanned Signature *	
<input type="text" value="adsds"/>	<input type="text" value="adsds"/>	<input type="text" value="Document1"/>	
Self Attested copy of Ration Card or Election Card or Aadhar Card or Passport or Driving License or PAN Card *			
<input type="text" value="Document2"/>			
Name *	Father/Husband Name *	Mobile No. *	Email Id *
<input type="text" value="Name2"/>	<input type="text" value="fname2"/>	<input type="text" value="2222222222"/>	<input type="text" value="a2@gmail.com"/>
Date of Birth *	Aadhaar Number *	District *	Gender *
<input type="text" value="13-05-1884"/>	<input type="text" value="1234444444"/>	<input type="text" value="Jammu"/>	<input type="text" value="Female"/>
Member Photo *	Equity Share *	Occupation Profession *	Bank Details *
<input type="text" value="Document1"/>	<input type="text" value="sadsds"/>	<input type="text" value="adsds"/>	<input type="text" value="Bank details"/>
Resident Address *	Remarks *	Scanned Signature *	
<input type="text" value="sss"/>	<input type="text" value="sss"/>	<input type="text" value="Document1"/>	
Self Attested copy of Ration Card or Election Card or Aadhar Card or Passport or Driving License or PAN Card *			
<input type="text" value="Document2"/>			

MEMBERS INFORMATION:

Member 1 Details:

Name- Enter the name of member 1 here.

Father/Husband Name- Enter the Father/Husband name of member 1 here.

Mobile No.- Enter the mobile number of member 1 here.

Email ID- Enter member 1's Email ID here.

Date of Birth- Enter the date of birth here.

Aadhaar Number- Enter the aadhaar here.

District- Select Member 1's district here.

Gender- Select the gender of Member 1.

Member Photo- Select the Member 1's photo.

Equity Share- Enter here the equity share of Member 1.

Occupation Profession- Enter here the occupation/profession of Member 1.

Bank Details- Enter here the bank details of Member 1.

Resident Address- Enter here the resident address of Member 1.

Remarks- Enter here the remarks.

Scanned Signature- Select the scanned signature of Member 1.

Self attested copy of Ration Card or Election Card or Passport or Driving License or PAN Card- From the dropdown list, select File Self Attested copy of Ration Card or Election Card or Passport or Driving License or PAN Card of Member 1.

Member 2 Details:

Name- Enter the name of Member 2 here.

Father/Husband Name- Enter the Father/Husband name of member 2 here.

Mobile No.- Enter the mobile number of member 2 here.

Email ID- Enter member 2's Email ID here.

Date of Birth- Enter the date of birth here.

Aadhaar Number- Enter the aadhaar here.

District- Select Member 2's district here.

Gender- Select the gender of Member 2.

Member Photo- Select the Member 2's photo.

Equity Share- Enter here the equity share of Member 2.

Occupation Profession- Enter here the occupation/profession of Member 2.

Bank Details- Enter here the bank details of Member 2.

Resident Address- Enter here the resident address of Member 2.

Remarks- Enter here the remarks.

Scanned Signature- Select the scanned signature of Member 2.

Self attested copy of Ration Card or Election Card or Passport or Driving License or PAN Card- From the dropdown list, select File Self Attested copy of Ration Card or Election Card or Passport or Driving License or PAN Card of Member 2.

Add Member		
Bye Laws *	Members Signed Proceedings *	Address Proof *
Document1	Document2	Document3
Id Proof *	Photograph *	Organiser's Report as per SOP *
Document1	Document2	Document3
Bank Account Details *		
Document1		
Submit		

Add Member Button- Click here to Add New Member.

After filling all the above details select the documents of **Bye Laws, Member Signed Proceedings, Address Proof, Id Proof, Photograph, Organiser's Report as per SOP and Bank Account details** from the respective dropdown. If the document is not in the dropdown then you can add that document in document manager and your document will be then showing under the dropdown menu. After filling all the required fields, click on the **Submit** button to proceed.

Now, you can view all the filled details. To change/modify any details click on the Edit button, else click on the **Continue** button. Now, Registration of Cooperative Society is successfully completed.