



## IMPORTANT DATES FOR CO-OPERATIVE HSG. SOCIETIES ACCOUNTS, AUDIT & RETURNS

Important Date	Activities	Bye Law/MCS ACT/Rules
15th May	Finalization of Account	Bye – Law No. 146 (a), MCS Rule 61
16th – 31st May	Document to be kept for members inspection. ( Members can take benefits of this facilities to check Accounts and Records of the Society in Society Office with prior notice to Secretary)	MCS Rule 61
1st June	Account to be handed over to Auditor for Audit	MCS Rule 61
31st July	Managing Committee has to get Audit Completed on or before 31st July.	Section 81 of MCS ACT
31st Aug or 15th Sept	Audit Report Upload before issue of AGM Notice	Section 81 of MCS ACT
30th Sep	Conduct AGM on or before 30th Sep, as no extension is permitted even by Registrar. Appointment of Auditor & Financial to get approved in AGM. MC can attract suspension if AGM is not conducted before 30th Sept without any stipulated reason.	Section 75 of MCS ACT, Bye – Law No. 94
30th Sep	Income Tax Return (Can not claim deduction if Returns filed by society after due date)	Income-tax Act, 1961
30th Sep	Mandatory Annual Returns Filing	Section 79 (1A), Bye – Law No. 146 (b)
31st Oct	Mandatory Return by Society about appointment of auditor within one month from the AGM	Section 81 & Section 79(1A) of MCS ACT 1960
31st Oct	Online Audit order generation by auditor	
1 st Nov – 31st Jan	Audit Rectification Report to be prepared by society within 3 months from the date of submission of Audit Report by Auditor. Rectification Report to be uploaded by Auditor through Auditor logins.	Section 82 of MCS ACT

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