



Affidavit: Confirmation Of Zero Income And Expenditure

NPO Name: [Insert Full Registered Name]

NPO Registration Number: [Insert NPO Number]

Financial Year Ending: [e.g., 31 March 2026]

I, the undersigned, **[Insert Full Name of Chairperson]**, identity number **[Insert ID Number]**, in my capacity as the Chairperson of the above-mentioned Non-Profit Organization, do hereby make oath and state:

1. The facts deposed to in this affidavit are within my personal knowledge and are to the best of my belief both true and correct.
2. I am a duly authorized representative of the Board of Management of **[Insert NPO Name]**.
3. During the financial period starting **[Insert Start Date]** and ending **[Insert End Date]**, the organization did not receive any income, donations, grants, or interest from any source whatsoever.
4. Furthermore, the organization did not incur any operational expenses, nor did it make any payments to third parties, staff, or board members during this period.
5. Attached hereto are the bank statements of the organization for the 12-month period mentioned above, reflecting a nil balance or zero transaction history (excluding automated bank service fees, if any).
6. The organization remains committed to its constitutional mandate and continues to maintain its governance structures despite the lack of financial activity during this period.

DEPONENT (Chairperson Signature)

CERTIFICATE OF COMMISSIONER OF OATHS

I certify that the Deponent has acknowledged that he/she knows and understands the contents of this affidavit, which was signed and sworn to before me at **[Insert Town/City]** on this **[Day]** of **[Month]** 2026.

COMMISSIONER OF OATHS STAMP & SIGNATURE

Pro-Tips for Submission:

- **Bank Statements:** If your bank account was closed or never opened, mention that in point #5 instead of attaching statements.



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- **The Narrative Report:** Remember that this affidavit replaces the **Financial Statements**, but you still must fill out the **Narrative Report** (Form NPO 1) explaining your goals for the coming year.
- **Scan and Save:** Once stamped, scan the affidavit immediately. You can upload it directly to the **NPO Online Portal** along with your narrative report.

To help you stay compliant with the Department of Social Development (DSD) while you have no financial activity, here is a professional draft for a **Zero-Income Affidavit**. You will need to print this on your **NPO Letterhead**, take it to a **Commissioner of Oaths** (at a police station, bank, or post office), and have it stamped.