

## **FREQUENTLY ASKED QUESTIONS (FAQs)**

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#### **1. Is it mandatory to register a Newspaper with RNI?**

Although not explicitly stated, Section 5 of the PRB Act, 1867 expounded that no newspaper shall be published in India except in conformity with the rules laid down in the Act. Delivery of a copy of each published newspaper/periodical by Publisher to the Press Registrar is mandated under Section 19D of the Act. As

such, registration with RNI is a prerequisite to undertaking a publication work in the country. Registration with RNI also protects the title of a newspaper from being misused by others.

**2. What are the steps involved to register a new Newspaper?**

Registration of newspaper involves 2 steps:

- a) Verification of title, and
- b) Registration of title

**3. How do I apply for verification of a new title?**

An applicant must fill in title application form online through the following links [http://rni.nic.in/online\\_application/Online-application.aspx](http://rni.nic.in/online_application/Online-application.aspx) and then Submit. A printout of the same must be submitted in the office of District Magistrate concerned for putting his stamp/seal and signature. Thereafter, the DM forwards the application to RNI for verification of title.

**4. How to check availability of a title to ensure that my application does not get rejected by RNI on similarity grounds?**

Log on to [www.rni.nic.in](http://www.rni.nic.in). Click on the tab **Verified Title** to scan out the existing titles. Applicants are advised to search using **string or part of a word/syllabus** in place of using the entire word/syllabus for better results. (This guideline is given only to facilitate an applicant's options in choosing the titles. Hence, does not necessarily guarantee the applicant of the title he/she so proposed).

**5. What is the stipulated period required to get a verified title registered with RNI?**

The entire process of registration must be completed within 2 years from the date of verification of title.

**6. What happened to a verified title whose registration could not be completed within 2 years?**

The title automatically gets deblocked.

**7. What is to be done after a title is deblocked?**

The process is rewind. A fresh application for verification of title is to be submitted through the District Magistrate concerned.

**8. A title has been verified in bilingual/multilingual. Does that require filing of a separate declaration for each language?**

No. Only a single declaration is required to be filed. All the verified languages must be indicated at col.2.

**9. A title has been verified in bilingual/multilingual. Does that require publishing of a separate volume for each language?**

No. Only a single volume carrying contents/articles in all the verified languages is to be published.

**10. What procedures do I follow to get the verified title registered with RNI?**

The following documents are to be submitted in the office of RNI for getting the newspaper registered:

- i) Declaration (Form I) filed by the publisher/printer before the District Magistrate. To download Form I, click [http://rni.nic.in/proforma/pdf\\_file/form1.pdf](http://rni.nic.in/proforma/pdf_file/form1.pdf)
- ii) A copy of the First Issue bearing Volume 1 & Issue 1.
- iii) A written agreement between publisher of newspaper and keeper of printing press. To download Form of Agreement, click [http://rni.nic.in/proforma/pdf\\_file/printingpress\\_agreement.pdf](http://rni.nic.in/proforma/pdf_file/printingpress_agreement.pdf)
- iv) An authorization in writing from owner(s) authorizing publisher/printer (by name) to make and subscribe declaration under provisions of PRB Act, 1867 (Required only in the case where the publisher/printer is not the owner thereof).

Click on the following links to find out the complete list of enclosures:  
[http://rni.nic.in/pdf\\_file/FRESH\\_REGISTRATION\\_certificate.pdf](http://rni.nic.in/pdf_file/FRESH_REGISTRATION_certificate.pdf)

**11. Is the change in periodicity of a verified title permissible at the time of filing a declaration?**

Yes. The desired periodicity must be mentioned at col.3 of **Form I** at the time of filing declaration before the District Magistrate. The same applies for revised registration.

**12. Is addition of language(s) at the time of filing declaration permissible?**

No. A Publisher is required to submit a new application for verification of title in the desired language(s) through the District Magistrate concerned. The same applies for revised registration.

**13. Is it permissible to drop a language of a verified bilingual/multilingual at the time of filing declaration?**

Yes. Any number of languages can be dropped. However, publisher must ensure that the newspaper is published only in the declared language(s). The same applies for revised registration.

**14. Is it permissible to shift the place of publication of a verified title from one district to another in the same State?**

Yes. Reason must be specified at col.11(c) of Form I. The same applies for revised registration.

**15. Is it permissible to change the place of publication of a verified title from one State to another at the time of filing a declaration?**

No. Such changes require a new application for verification of title through the DM concerned of the new State. The same applies for revised registration.

**16. Do RNI permits transfer of ownership of a verified title before registration?**

No. Transfer of ownership is done only for registered newspapers.

**17. Is there any timeline for bringing out the first issue of a newspaper?**

Yes. The first issue (i.e. volume 1, issue 1) must be brought out within:

- i) 42 days of authentication of declaration in the case of newspaper to be published once a week or oftener, and
- ii) 90 days in the case of any other newspaper.

**18. What is to be done when the first issue had been published before authentication of declaration by DM?**

Two things could be done:

- i) The issue to be published immediately after authentication of declaration may be re-numbered Volume 1, Issue 1, Or,
- ii) A copy of the issue that had been brought out immediately after authentication of declaration may be submitted along with a written undertaking requesting RNI to treat the same as the first issue (i.e. Volume 1, Issue 1).

**19. The first issue cannot be brought out within the given 42/90 days. What is to be done?**

A new declaration must be filed before the DM and thereafter the first issue must be published.

**20. What happen to the authenticated declaration when the first issue cannot be brought out within the given 42/90 days?**

Such declaration shall become void.

**21. What are the documents required for revised registration?**

The following documents are required to be submitted:

- i) New Declaration (Form I) filed by the publisher/printer before the District Magistrate. To download Form I, click [http://rni.nic.in/proforma/pdf\\_file/form1.pdf](http://rni.nic.in/proforma/pdf_file/form1.pdf)
- ii) Certificate of registration issued by RNI in original, Or,
- iii) Loss affidavit duly notarized in the case where the original certificate had been lost/misplaced, along with IPO of Rs.5/-.
- iv) A copy of the latest issue of the newspaper/periodical.
- v) A written agreement between publisher of newspaper and keeper of printing press. To download Form of Agreement, click [http://rni.nic.in/proforma/pdf\\_file/printingpress\\_agreement.pdf](http://rni.nic.in/proforma/pdf_file/printingpress_agreement.pdf)
- vi) An authorization in writing from owner(s) authorizing publisher/printer (by name) to make and subscribe declaration under provisions of PRB Act, 1867 (Required only in the case where the publisher/printer is not the owner thereof).

Click on the following links to find out the complete list of enclosures:  
[http://rni.nic.in/pdf\\_file/Revised\\_Registration\\_Certificate.pdf](http://rni.nic.in/pdf_file/Revised_Registration_Certificate.pdf)

**22. What are the documents required for revised registration involving the change of ownership?**

Click on the links [http://rni.nic.in/pdf\\_file/Revised\\_Registration\\_Certificate.pdf](http://rni.nic.in/pdf_file/Revised_Registration_Certificate.pdf) to find complete list of enclosures.

**23. What is the process involved to transfer/change the ownership of a registered newspaper?**

The owner must first execute an affidavit for transfer of ownership before the District Magistrate concerned. Click on [http://rni.nic.in/proforma/pdf\\_file/ownership.pdf](http://rni.nic.in/proforma/pdf_file/ownership.pdf) to download the relevant Form. The same is to be submitted along with all other documents listed at Pt.21 above.

Click on the following links to find out the complete list of enclosures:  
[http://rni.nic.in/pdf\\_file/Revised\\_Registration\\_Certificate.pdf](http://rni.nic.in/pdf_file/Revised_Registration_Certificate.pdf)

**24. Can the change in the name of Editor be incorporated without filing a new declaration?**

Yes. Publisher may submit a written request to incorporate the change in Editor's name. The letter must clearly specify the name and address of the incumbent and must also be accompanied by a copy of the latest issue of the periodical in the imprintline of which name of the new Editor is printed.

**25. Can the change in the retail selling Price of a newspaper be incorporated without filing a new declaration?**

Yes. Publisher may submit a written request to incorporate the change in the Price. The letter must clearly specify the amount of enhanced retail selling price. Such request must also be accompanied by a copy of the latest issue of the periodical to substantiate the change.

**26. What is the procedure to obtain a Duplicate registration certificate against the loss of original RNI certificate?**

Please click on the following links for list of enclosures:  
[http://rni.nic.in/pdf\\_file/duplicate\\_REGISTRATION\\_certificate.pdf](http://rni.nic.in/pdf_file/duplicate_REGISTRATION_certificate.pdf)

**27. How do I restart publication of a registered newspaper after a long halt?**

The publisher must file a new declaration before DM concerned by clearly specifying the reason (For example, 'To restart publication after a long gap', etc.) at col.11(c) and restart the publication by numbering the issue brought out immediately after authentication of declaration as volume 1 and issue 1. Registration number of the said periodical shall be retained. However, the seniority (i.e. the establishment year) shall be forfeited. The following documents are to be submitted along with the said authenticated declaration:

- i) Certificate of registration issued by RNI in original, Or,
- ii) Loss affidavit duly notarized in the case where the original certificate had been lost/misplaced, along with IPO of Rs.5/-.
- iii) A copy of the latest issue of the newspaper/periodical.
- i) A written agreement between publisher of newspaper and keeper of printing press. To download Form of Agreement, click [http://rni.nic.in/proforma/pdf\\_file/printingpress\\_agreement.pdf](http://rni.nic.in/proforma/pdf_file/printingpress_agreement.pdf)

Click on the following links to find out the complete list of enclosures:  
[http://rni.nic.in/pdf\\_file/FRESH\\_REGISTRATION\\_certificate.pdf](http://rni.nic.in/pdf_file/FRESH_REGISTRATION_certificate.pdf)

**28. How do I permanently cease/discontinue publication of a newspaper/periodical?**

Form I must be filed before the DM, clearly specifying the reason 'To permanently cease publication of \_\_\_\_\_ (title of newspaper/periodical), registered under RNI No. \_\_\_\_\_' at col.11(c). RNI certificate must be surrendered in original. Such application is to be routed through the DM concerned.

**29. How do I get answer to any other query not covered in the FAQs?**

You may either:

- i) Email your query to [pqrc-rni@nic.in](mailto:pqrc-rni@nic.in) , Or,
- ii) Call the Section concerned, details of which is given in the following links [http://rni.nic.in/all\\_page/contact\\_us.aspx](http://rni.nic.in/all_page/contact_us.aspx)