

# THE REGISTRATION OF ELECTORS RULES, 1960<sup>1</sup>

## PART I *Preliminary*

**1. Short title and commencement.**—(1) These Rules may be called the Registration of Electors Rules, 1960.

(2) They shall come into force on the 1st day of January, 1961.

**2. Definitions and interpretation.**—(1) In these Rules, unless the context otherwise requires,—

(a) "Act" means the Representation of the People Act, 1950 (43 of 1950);

(b) "declared office" means an office declared by the President to be an office to which the provisions of sub-section (4) of section 20 apply;

<sup>2</sup>[(c) "Form" means a Form appended to these Rules and in respect of any constituency, includes a translation thereof in the language or any of the languages in which the electoral roll for that constituency is prepared;]

(d) "registration officer" means the electoral registration officer of a constituency and includes an assistant electoral registration officer thereof;

(e) "roll" means the electoral roll for a constituency;

(f) "section" means a section of the Act;

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(2) The General Clauses Act, 1897 (10 of 1897), shall apply for the interpretation of these Rules as it applies for the interpretation of an Act of Parliament.

## PART II

### *Electoral rolls for Assembly Constituencies*

**3. Meaning of constituency.**—In this Part "constituency" means an Assembly constituency.

**4. Form and languages of roll.**—The roll for each constituency shall be prepared in such form and in such language or languages as the Election Commission may direct.

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1. Published with the Ministry of Law Notifn. No. S.O. 2750, dated the 10th November, 1960, Gazette of India, Extraordinary, Part II, Section 3(ii), page 633.

2. Subs. by Notifn. No. S.O. 3874, dated the 15th December, 1966.

3. Cl. (g) omitted, *ibid.*

**5. Preparation of roll in parts.**—(1) The roll shall be divided into convenient parts which shall be numbered consecutively.

(2) The last part of the roll shall contain the names of every person having a service qualification and of his wife, if any, who are entitled to be included in that roll by virtue of a statement made under rule 7.

(3) The names of any person holding a declared office and of his wife, if any, who are entitled to be included in the roll by virtue of a statement made under rule 7 shall be included in the part of the roll, pertaining to the locality in which they would, according to that statement, have been ordinarily resident.

(4) The number of names included in any part of the roll shall not ordinarily exceed two thousand.

**6. Order of names.**—(1) the names of electors in each part of the roll shall be arranged according to house number, unless the chief electoral officer, subject to any general or special instructions issued by the Election Commission, determines in respect of any part that the alphabetical order is more convenient or that the names shall be arranged partly in one way and partly in the other.

(2) The names of electors in each part of the roll shall be numbered, so far as practicable, consecutively with a separate series of numbers beginning with the number one.

**7. Statement under section 20.**—(1) Every person who holds a declared office or has a service qualification and desires to be registered in the roll for the constituency in which, but for holding such office or having such qualification, he would have been ordinarily resident, shall submit to the<sup>1</sup>[registration officer of the constituency], a statement in such one of the<sup>1</sup>[Forms 1, 2, 2A and 3] as may be appropriate.

(2) Every statement submitted under sub-rule (1) shall be verified in the manner specified in the Form.

(3) Every such statement shall cease to be valid when the person making it ceases to hold a declared office or, as the case may be, have a service qualification.

**8. Information to be supplied by occupants of dwelling-houses.**—The registration officer may, for the purpose of preparing the roll, send letters of request in Form 4 to the occupants of dwelling-houses in the constituency or any part thereof; and every person receiving any such letter shall furnish the information called for therein to the best of his ability.

**9. Access to certain registers.**—For the purpose of preparing any roll or deciding any claim or objection to a roll, any registration officer and any person employed by him shall have access to any register of births and deaths and to the admission register of any educational institution, and it shall be the duty of every person incharge of any such register to give to the said officer or person such information and such extracts from the said register as he may require.

**10. Publication of roll in draft.**—As soon as the roll for a constituency is ready, the registration officer shall publish it in draft by making a copy thereof available for inspection and displaying a notice in Form 5—

(a) at his office, if it is within the constituency, and

(b) at such place in the constituency as may be specified by him for the purpose, if his office is outside the constituency.

**11. Further publicity to the roll and notice.**—The registration officer shall also—

(a) make a copy of each separate part of the roll, together with a copy of the notice in Form 5 available for inspection at a specified place accessible to the public and in or near the area to which that part relates;

(b) give such further publicity to the notice in Form 5 as he may consider necessary; and

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1. Subs. by Notifn. No. S.O. 3874, dated the 15th December, 1966.

(c) supply free of cost two copies of each separate part of the roll to every political party<sup>1</sup>[for which a symbol has been exclusively reserved in the State] by the Election Commission.

<sup>2</sup>[**12. Period for lodging claims and objections.**—Every claim for the inclusion of a name in the roll and every objection to an entry therein shall be lodged within a period of thirty days from the date of publication of the roll in draft under rule 10, or such shorter period of not less than fifteen days as may be fixed by the Election Commission in this behalf:

Provided that the Election Commission may, by notification in the Official Gazette, extend the period in respect of the constituency as a whole or in respect of any part thereof.]

**13. Form for claims and objections.**—(1) Every claim shall be—

(a) in Form 6; <sup>3</sup>[and]

(b) signed by the person desiring his name to be included in the roll; <sup>4\*\*\*</sup>

<sup>4\*</sup> \* \* \* \* \*

(2) Every objection to the inclusion of a name in the roll shall be—

(a) in Form 7; <sup>3</sup>[and]

(b) preferred only by a person whose name is already included in that roll; <sup>4\*\*\*</sup>

<sup>4\*</sup> \* \* \* \* \*

(3) Every objection to a particular or particulars in an entry in the roll shall be—

(a) in Form 8; and

(b) preferred only by the person to whom that entry relates.

<sup>5</sup>[(4) Every application for transposition of an entry from one part to another part of the roll shall be in Form 8A.]

**14. Manner of lodging claims and objections.**—Every claim or objection shall—

(a) either be presented to the registration officer or to such other officer as may be designated by him in this behalf; or

(b) be sent by <sup>6\*\*\*</sup> post to the registration officer.

**15. Procedure of designated officers.**—(1) Every officer designated under rule 14 shall—

(a) maintain in duplicate a list of claims in Form 9, a list of objections to the inclusion of names in Form 10 and a list of objections to particulars in Form 11; and

(b) keep exhibited one copy of each such list on a notice board in his office.

(2) Where a claim or objection is presented to him, he shall, after complying with the requirements of sub-rule (1), forward it with such remarks, if any, as he considers proper to the registration officer.

1. Subs. by Notifn. No. S.O. 2791, dated the 24th November, 1961 for "to which a symbol has been allotted".

2. Subs. by Notifn. No. S.O. 35(E), dated the 21st January, 1977, for rule 12.

3. Ins. by Notifn. No. S.O. 817(E), dated the 25th October, 1993.

4. The word "and" and cl. (c) omitted, *ibid.*

5. Ins. by Notifn. No. S.O. 934(E), dated the 18<sup>th</sup> August, 2003.

6. The word "registered" omitted by Notifn. No. S.O. 3661, dated the 12th October, 1964.

**16. Procedure of registration officer.**—The registration officer also shall—

(a) maintain in duplicate the three lists in Forms 9, 10 and 11, entering thereon the particulars of every claim or objection as and when it is received by him whether directly under rule 14 or on being forwarded under rule 15; and

(b) keep exhibited one copy of each such list on a notice board in his office.

**17. Rejection of certain claims and objections.**—Any claim or objection which is not lodged within the period, or in the form and manner, herein specified, shall be rejected by the registration officer.

**18. Acceptance of claims and objections without inquiry.**—If the registration officer is satisfied as to the validity of any claim or objection, he may allow it without further inquiry after the expiry of one week from the date on which it is entered in the list exhibited by him under clause (b) of rule 16:

Provided that where before any such claim or objection has been allowed, a demand for inquiry has been made in writing to the registration officer by any person, it shall not be allowed without further inquiry.

**19. Notice of hearing claims and objections.**—(1) Where a claim or objection is not disposed of under rule 17 or rule 18, the registration officer shall—

(a) specify in the list exhibited by him under clause (b) of rule 16, the date, time and place of hearing of the claim or objection; and

(b) give notice of the hearing—

(i) in the case of a claim to the claimant in Form 12;

(ii) in the case of an objection to the inclusion of a name, to the objector in Form 13 and to the person objected to in Form 14; and

(iii) in the case of an objection to a particular or particulars in an entry, to the objector in Form 15.

(2) A notice under this rule may be given either personally or by registered post or by affixing it to the person's residence or last known residence within the constituency.

**20. Inquiry into claims and objections.**—(1) The registration officer shall hold a summary inquiry into every claim or objection in respect of which notice has been given under rule 19 and shall record his decision thereon.

(2) At the hearing, the claimant or, as the case may be, the objector and the person objected to and any other person who, in the opinion of the registration officer, is likely to be of assistance to him, shall be entitled to appear and be heard.

(3) The registration officer may in his discretion—

(a) require any claimant, objector or person objected to, to appear in person before him;

(b) require that the evidence tendered by any person shall be given on oath and administer an oath for the purpose.

**21. Inclusion of names inadvertently omitted.**—<sup>1</sup>[(1)] If it appears to the registration officer that owing <sup>2\*\*\*</sup> to inadvertence or error during preparation, the names of any electors have been left out of

1. Rule 21 renumbered as sub-rule (1) of that rule by Notifn. No. S.O. 3661, dated the 12th October, 1964.

2. Certain words omitted, *ibid.*

the roll and that remedial action should be taken under this rule, the registration officer shall—

(a) prepare a list of the names and other details of such electors;

(b) exhibit on the notice board of his office a copy of the list together with a notice as to the time and place at which the inclusion of these names in the roll will be considered, and also publish the list and the notice in such other manner as he may think fit; and

(c) after considering any verbal or written objections that may be preferred, decide whether all or any of the names should be included in the roll.

<sup>1</sup>[(2) If any statements under rule 7 are received after the publication of the roll in draft under rule 10, the registration officer shall direct the inclusion of the names of the electors covered by the statements in the appropriate parts of the roll.]

<sup>2</sup>[**21A. Deletion of names.**—If it appears to the registration officer at any time before the final publication of the roll that owing to inadvertence or error or otherwise, the names of dead persons or of persons who have ceased to be, or are not, ordinarily residents in the constituency or of persons who are otherwise not entitled to be registered in that roll, have been included in the roll and that remedial action should be taken under this rule, the registration officer, shall—

(a) prepare a list of the names and other details of such electors;

(b) exhibit on the notice board of his office a copy of the list together with a notice as to the time and place at which the question of deletion of these names from the roll will be considered, and also publish the list and the notice in such other manner as he may think fit; and

(c) after considering any verbal or written objections that may be preferred, decide whether all or any of the names should be deleted from the roll:

Provided that before taking any action under this rule in respect of any person on the ground that he has ceased to be, or is not, ordinarily resident in the constituency, or is otherwise not entitled to be registered in that roll, the registration officer shall make every endeavour to give him a reasonable opportunity to show cause why the action proposed should not be taken in relation to him.]

**22. Final publication of roll.**—(1) The registration officer shall thereafter—

(a) prepare a list of amendments to carry out his decisions under rules 18, 20, <sup>3</sup>[21 and 21A] and to correct any clerical or printing errors or other inaccuracies subsequently discovered in the roll; <sup>4</sup>\*\*\*

(b) publish the roll, together with the list of amendments, by making a complete copy thereof available for inspection and displaying a notice in Form 16 at his office; <sup>5</sup>[and]

<sup>5</sup>[(c) subject to such general or special directions as may be given by the Election Commission supply, free of cost, two copies of the roll, as finally published, with the list of amendments, if any, to every political party for which a symbol has been exclusively reserved by the Election Commission.]

(2) On such publication, the roll together with the list of amendments shall be the electoral roll of the constituency.

1. Ins. by Notifn. No. S.O. 3661, dated the 12th October, 1964.

2. Subs. by Notifn. No. S.O. 814(E), dated the 3rd September, 1987, for rule 21A.

3. Subs. by Notifn. No. S.O. 1519, dated the 25th April, 1968, for "and 21".

4. The word "and" omitted by Notifn. No. S.O. 233(E), dated the 31st March, 1984.

5. Ins., *ibid.*

<sup>1</sup>[(3) Where the roll (hereafter in this sub-rule referred to as the basic roll), together with the list of amendments, becomes the electoral roll for a constituency under sub-rule (2), the registration officer may, for the

convenience of all concerned, integrate, subject to any general or special directions issued by the Election Commission in this behalf, the list into the basic roll by <sup>2</sup>[incorporating inclusion of names, amendment, transposition or deletion of entries in the relevant parts of the basic roll itself] in the relevant parts of the basic roll itself, so however that no change shall be made in the process of such integration in the name of any elector or in any particulars relating to any elector as given in the list of amendments.]

**23. Appeals from orders deciding claims and objections.**—(1) An appeal shall lie from any decision of the registration officer under rule 20, <sup>3</sup>[rule 21 or rule 21A] to such officer of Government as the Election Commission may designate in this behalf (hereinafter referred to as the appellate officer):

Provided that an appeal shall not lie where the person desiring to appeal has not availed himself of his right to be heard by, or to make representations to, the registration officer on the matter which is the subject of appeal.

(2) Every appeal under sub-rule (1) shall be—

(a) in the form of a memorandum signed by the appellant, and

(b) presented to the appellate officer within a period of fifteen days from the date of announcement of the decision or sent to that officer by registered post so as to reach him within that period.

(3) The presentation of an appeal under this rule shall not have the effect of staying or postponing any action to be taken by the registration officer under rule 22.

(4) Every decision of the appellate officer shall be final, but in so far as it reverses or modifies a decision of the registration officer, shall take effect only from the date of the decision in appeal.

(5) The registration officer shall cause such amendments to be made in the roll as may be necessary to give effect to the decisions of the appellate officer under this rule.

**24. Special provision for preparation of rolls on redelimitation of constituencies.**—(1) If any constituency is delimited a new in accordance with law and it is necessary urgently to prepare the roll for such constituency, the Election Commission may direct that it shall be prepared—

(a) by putting together the rolls of such of the existing constituencies or parts thereof as are comprised within the new constituency; and

(b) by making appropriate alterations in the arrangement, serial numbering and headings of the rolls so compiled.

(2) The roll so prepared shall be published in the manner specified in rule 22 and shall, on such publication, be the electoral roll for the new constituency.

**25. <sup>4</sup>[Revision of rolls].**—(1) The roll for every constituency shall be revised under sub-section (2) of section 21 either intensively or summarily or partly intensively and partly summarily, as the Election Commission may direct.

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1. Ins. by Notifn. No. S.O. 1033, dated the 12th March, 1970.

2. Subs. by Notifn. No. S.O. 814(E), dated the 3rd September, 1987, for certain words.

3. Subs. by Notifn. No. S.O. 1519, dated the 25th April, 1968 for “rule 21”.

4. Subs. by Notifn. No. S.O. 814(E), dated the 3rd September, 1987, for the marginal heading “Annual revision of rolls”.

(2) Where the roll or any part thereof is to be revised intensively in any year, it shall be prepared afresh and rules 4 to 23 shall apply in relation to such revision as they apply in relation to the first preparation of a roll.



<sup>1</sup>[(4) The registration officer shall, as soon as may be after the expiry of the period specified in sub-rule (3), consider the application and objections thereto, if any, received by him and shall, if satisfied, direct the inclusion, deletion, correction or transposition of entries in the roll, as may be necessary:

Provided that when an application is rejected by the registration officer, he shall record in writing a brief statement of his reasons for such rejections.]

**27. Appeals from <sup>2\*\*\*\*</sup> under rule 26.**—<sup>3</sup>[(1) Every appeal under section 24 shall be—

(a) in the form of a memorandum signed by the <sup>4</sup>[appellant];

(b) accompanied by a copy of the order appealed from and <sup>5</sup>[<sup>6</sup>a fee of five rupees] to be—

(i) paid by means of non-judicial stamps; or

(ii) deposited in a Government treasury or the Reserve Bank of India in favour of the chief electoral officer; or

(iii) paid in such other manner as may be directed by the Election Commission; and]

<sup>7</sup>[(c) presented to the chief electoral officer within a period of fifteen days from the date of the order appealed from or sent by registered post so as to reach him within that period:]

<sup>8</sup>[Provided that the chief electoral officer may condone the delay in the presentation of the appeal to him, if he is satisfied that the appellant had sufficient cause for not presenting it within the time prescribed.]

<sup>9</sup>[(1A) Where the fee is deposited under clause (b) (ii) of sub-rule (1), the appellant shall enclose with the memorandum of appeal a Government treasury receipt in proof of the fee having been deposited.]

<sup>10</sup>[(2) For the purposes of sub-rule (1), an appeal shall be deemed to have been presented to the chief electoral officer, when the memorandum of appeal is delivered by, or on behalf of, the appellant to the chief electoral officer himself or to any other officer appointed by him in this behalf.]

**28. Identity cards for electors in notified constituencies <sup>11\*\*\*\*</sup>.**—(1) The Election Commission may, with a view to preventing impersonation of electors and facilitating their identification at the time of poll, by notification in the Official Gazette of the State, direct that the provision of this rule shall apply to <sup>12</sup>[any such constituency or part thereof] as may be specified in the notification.

(2) The registration officer for such notified constituency shall, as soon as may be, after the issue of the notification under sub-rule (1), arrange for the issue to every elector of an identity card prepared in accordance with the provisions of this rule.

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1. Subs. by Notifn No. S. O. 814(E), dated the 3rd September, 1987, for sub-rule (4).
  2. The words "rejecting applications" omitted by Notifn. No. S.O. 3874, dated the 15th December, 1966.
  3. Subs. by Notifn. No. S.O. 2315, dated the 21st September, 1961, for sub-rule (1).
  4. Subs. by Notifn. No. S.O. 814(E), dated the 3rd September, 1987, for "applicant".
  5. Subs. by Notifn. No. S.O. 370, dated the 25th January, 1968, for certain words.
  6. Subs. by Notifn. No. S.O. 814(E), dated the 3rd September, 1987, for "a fee of one rupee".
  7. Subs. by Notifn. No. S.O. 3874, dated the 15th December, 1966, for cl. (c).
  8. Ins. by Notifn. No. S.O. 814(E), dated the 3rd September, 1987.
  9. Ins. by Notifn. No. S.O. 370, dated the 25th January, 1968.
  10. Subs. by Notifn. No. S.O. 3874, dated the 15th December, 1966, for sub-rule (2).
  11. Certain words omitted by Notifn. No. S.O. 1505, dated the 21st April, 1969.
  12. Subs., *ibid.*, for certain words.

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(3) The identity card shall—

(a) be prepared in duplicate;

(b) contain the name, age, residence and such other particulars of the elector as may be specified by the Election Commission;

(c) have affixed to it a photograph of the elector which shall be taken at the expense of the Government; and

(d) bear the facsimile signature of the registration officer:

Provided that if the elector refuses or evades to have his photograph taken, or cannot be found at his residence by the official photographer in spite of repeated attempts, no such identity card shall be prepared for the elector and a note of such refusal or evasion or that the elector could not be found at his residence in spite of repeated attempts shall be made in the copy of the roll maintained by the registration officer.

(4) One copy of the identity card prepared under sub-rule (3) shall be retained by the registration officer and the other copy shall be delivered to the elector to be kept by him for production at the time of poll.

### <sup>1</sup>[PART III

#### *Electoral rolls for Parliamentary constituencies in the Union territory of Delhi*

**29. Rolls for the Parliamentary constituencies in the Union territory of Delhi.**—The provisions of Part II shall apply in relation to parliamentary constituencies in the Union territory of Delhi as they apply in relation to assembly constituencies.]

### PART IV

#### *Electoral rolls for Council constituencies*

**30. Rolls for local authorities' constituencies.**—(1) The roll for every local authorities' constituency shall be prepared and maintained in such form, manner and language or languages as the Election Commission may direct.

(2) The provisions of <sup>2</sup>[rule 26 except sub-rules (3) and (4) thereof and rule 27] shall apply in relation to local authorities' constituencies as they apply in relation to assembly constituencies:

Provided that an application for the inclusion of a name shall be made in Form 17:

<sup>3</sup>[Provided further that where an application referred to in sub-rule (1) of rule 26 is received by the electoral registration officer, he shall refer such application to the chief executive officer, of the local authority concerned and on receipt of information in relation thereto from the chief executive officer, the electoral registration officer shall act in accordance with clause (d) of sub-section (2) of section 27.]

**31. Rolls for graduates' and teachers' constituencies.**—(1) The roll for every graduates' or teachers' constituency shall be prepared in such form, manner and language, or languages as the Election Commission may direct.

(2) The roll shall be divided into convenient parts which shall be numbered consecutively.

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1. Subs. by Notifn. No. S.O. 2577, dated the 6th September, 1963, for Part III.

2. Subs. by Notifn. No. S.O. 3661, dated the 12th October, 1964, for "rules 26 and 27".

3. Subs. by Notifn. No. S.O. 814 (E), dated the 3rd September, 1987, for the second proviso.

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(3) For the purpose of preparing the roll the registration officers shall, on or before the 1st <sup>1</sup>[October], issue a public notice calling upon every person entitled to be registered in that roll to send to, or deliver at his office before the 7th day of <sup>1</sup>[November] next following an application in Form 18 or Form 19, as the case may be, for inclusion of his name:

<sup>2</sup>[Provided that for the purpose of preparing the roll for the first time for the Legislative Council of the State of Madhya Pradesh, the references to the 1st October and the 7th day of November shall be construed as references to the 31st December, 1966 and the 7th day of February, 1967, respectively.]

(4) The said notice shall be published in two newspapers having circulation in the constituency and republished in them once on or about the 15th <sup>1</sup>[October] and again on or about the 25th <sup>1</sup>[October]:

<sup>2</sup>[Provided that in relation to the preparation of the roll for the first time for the Legislative Council of the State of Madhya Pradesh, the references to the 15th October and the 25th October shall be construed as references to the 15th January and 25th January, 1967, respectively.]

<sup>3</sup>[(4A) The provisions of sub-rule (3) and sub-rule (4) shall apply in relation to revision of the roll for every graduates' or teachers' constituency under sub-section (2) (a) (ii) of section 21 of the Act as they apply in relation to the preparation of such roll subject to the modification that references to the 1st October and the 7th day of November in sub-rule (3) and references to the 15th October and 25<sup>th</sup> October in sub-rule (4) shall be construed respectively as references to such dates, as may be specified by the Election Commission in relation to each such revision.]

(5) The provisions of rules 10 to 27 except clause (c) of sub-rule (1) and clause (c) of sub-rule (2) of rule 13 shall apply in relation to graduates' and teachers' constituencies as they apply in relation to assembly constituencies:

Provided that a claim or an application for the inclusion of a name shall be made in Form 18 or Form 19 as may be appropriate.

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## PART V

### *Preservation and disposal of Electoral Rolls*

**32. Custody and preservation of rolls and connected papers.**—(1) After the roll for a constituency has been finally published, the following papers shall be kept in the office of the registration officer or at such other place as the chief electoral officer may by order specify until the expiration of one year after the completion of the next intensive revision of that roll:—

- (a) one complete copy of the roll;
- (b) statements submitted to the chief electoral officer under rule 7;
- (c) statements submitted to the registration officer under rule 8;
- (d) register of enumeration forms;
- (e) applications in regard to the preparation of the roll;
- (f) manuscript parts prepared by enumerating agencies and used for compiling the roll;
- (g) papers relating to claims and objections;

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1. Subs. by Notifn. No. S.O. 2315, dated the 21st September, 1961.  
 2. Ins. by Notifn. No. S.O. 3963, dated the 24th December, 1966.  
 3. Ins. by Notifn. No. S.O. 1127, dated the 1st April, 1967.  
 4. Second proviso omitted by Notifn. No. S.O. 814(E), dated the 3rd September, 1987.

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- (h) papers relating to appeals under rule 23; and
- (i) applications under sections 22 and 23.

(2) One complete copy of the roll for each constituency duly authenticated by the registration officer shall also be kept in such place as the chief electoral officer may specify <sup>1</sup>[as permanent board].

**33. Inspection of electoral rolls and connected papers.**—Every person shall have the right to inspect the election papers referred to in rule 32 and to get attested copies thereof on payment of such fee as may be fixed by the chief electoral officer.

**34. Disposal of electoral rolls and connected papers.**—(1) The papers referred to in rule 32 shall, on the expiry of the period specified therein, and subject to such general or special directions, if any, as may be given by the Election Commission in this behalf, be disposed of in such manner as the chief electoral officer may direct.

(2) Copies of the electoral roll for any constituency in excess of the number required for deposit under rule 32 and for any other public purpose shall be disposed of at such time and in such manner as the Election Commission may direct and until such disposal shall be made available for sale to the public.

<sup>2</sup>[PART VI

*Miscellaneous*

**35. Use of old Forms.**—If, at any time, during a period of six months from the date on which any amendment to a form for making any claim, objection or other application to the registration officer under these rules takes effect, a person makes, such claim, objection or, as the case may be, other application in the Form as it stood before such amendment, the registration officer shall deal with such claim, objection or other application and he may, for this purpose, require such person, by notice in writing, to furnish such additional information (being the information which would have been furnished if the amended Forms had been used) within such reasonable time as may be specified in the notice.]

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1. Subs. by Notifn. No. S.O. 814(E), dated the 3rd September, 1987, for certain words.  
2. Ins. by Notifn. No. S.O. 1128(E), dated the 29th December, 1987.

*Statement as to place of Ordinary Residence by a Person holding a Declared Office*

Full name .....

<sup>1</sup>[Father's/Mother's/Husband's name] .....

Age.....years.

Office held .....

I hereby declare that I am a citizen of India and that but for my holding the above-mentioned office, I would have been ordinarily resident at (full postal address).....

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.....

I further declare that my wife (name) .....aged.....years, ordinarily resides with me <sup>2</sup>[and is a citizen of India].

This cancels any previous statement as to place of ordinary residence made by me.

Place.....

Date.....

Signature.....

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<sup>1</sup> Subs. by Notifn. No. S. O. 303(E), dated the 8th May, 1993, for certain words.

<sup>2</sup> Ins. by Notifn. No. S. O. 2315, dated the 21st September, 1961.

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<sup>1</sup>[FORM 2  
(See rule 7)

*Statement as to place of Ordinary Residence by a member of the Armed Forces*

I hereby declare that I am a citizen of India and that but for my service in the Armed Forces I would have been ordinarily resident at—

House No.....

Street/Mohalla.....

Locality.....

Town/Village.....

Post Office.....

Police Station.....

Tehsil/Taluka.....

District.....

State.....

My full name.....

Service No.....Rank.....

Service/Corps/Regiment.....

Name and address of record office.....

Age last birthday.....years.

\*I further declare that my wife.....age.....years,  
ordinarily resides with me and is a citizen of India.

This cancels any previous statement as to ordinary place of residence made by me.

Date.....20 . . . . .  
(Signature)

Record Office	Verified and found correct
Folio No.....	(Signature).....
Place.....	(Designation).....
Date.....	Officer-in-charge, Records.

(For use in the Election Office)  
Statement received on the .. .. 199 .

Registered in the electoral roll for the.....Assembly Constituency (No...). Service voters' part, at S. No.....  
Date.....20 . . . . .<sup>2</sup>[Electoral Registration Officer].]

\*Delete if not applicable.

1. Subs. by Notifn. No. S. O. 3667, dated the 12th October, 1964, for Form 2.  
2. Subs. by Notifn. No. S.O. 3874, dated the 15th December, 1966, for "Chief Electoral Officer".

*Registration of Electors Rules, 1960*  
(Statutory Rules and Order)

<sup>1</sup>[FORM 2A  
(See rule 7)

*Statement as to place of Ordinary Residence by a member of an armed police force of a State, who is serving outside that State*

I hereby declare that I am a citizen of India and that but for my service outside the State in the Armed Force mentioned below, I would have been ordinarily resident at: —

14

House No.....

Street/Mohalla.....

Locality.....

Town/Village.....

Post Office.....

Police Station.....

Tehsil/Taluka.....

District.....

State.....

My full name..... Rank .....

Buckle No.....

Name of armed police force.....

Name and address of the officer of the Commandant.....

Age last birthday.....years.

\*I further declare that my wife.....age.....years,  
ordinary reside with me and is a citizen of India.

This cancels any previous statement as to ordinary place of residence made by me.

Date.....20 .

.....  
(Signature)

\*Delete if not applicable.  
Commandant's Office  
Folio No.....  
Place.....  
Date.....

Verified and found correct  
(Signature).....  
(Designation).....  
Commandant.

(For use in the Election Office)  
Statement received on the .. ..20 .

Registered in the electoral roll for the.....Assembly Constituency (No...). Service  
voters' part, at S. No.....  
Date.....20 .  
Officer.]<sup>2</sup>[Electoral Registration

1. Ins. by Notifn. No. S. O. 4371, dated the 21st October, 1964.  
2. Subs. by Notifn. No. S.O. 3874, dated the 15th December, 1966, for "Chief Electoral Officer".

Registration of Electors Rules, 1960  
(Statutory Rules and Order)

FORM 3

(See rule 7)

Statement as to place of Ordinary Residence by a person employed under the Government of India in a post outside India

Full name.....

<sup>1</sup>[Father's/Mother's/Husband's name].....

Age.....years.

Description of post

held outside India.....

.....

I hereby declare that I am a citizen of India and that but for my being employed under the Government of India in the above-mentioned post, I would have been ordinarily resident at (full postal address)

.....

I further declare that my wife (name) .....aged.....years, ordinarily resides with me <sup>2</sup>[and is a citizen of India].

This cancels any previous statement as to place of ordinary residence made by me.

Place.....

Signature.....

Date.....

Verified

Signature.....

Designation of the Head of Office.....

Place.....

Date.....

(For use in the Election Office)

Statement received on the.....199 .

Registered in the electoral roll for the.....Assembly Constituency (No.....). Service voters' part, at S.No.....

Date.....

<sup>3</sup>[Electoral Registration Officer].

1. Subs. by Notifn. No. S.O. 303(E), dated the 8th May, 1993, for certain words.  
2. Ins. by Notifn. No. S.O. 2315, dated the 21st September, 1961.  
3. Subs. by Notifn. No. S.O. 3874, dated the 15th December, 1966, for "Chief Electoral Officer".

Registration of Electors Rules, 1960 (Statutory Rules and Order)

FORM 4

(See rule 8) Letter of request

Place.....

Date.....

To

The occupant of.....

Sir/Madam,

The preparation of the electoral roll for the Assembly Constituency in which you are residing has been taken in hand. It will greatly facilitate my work if you will kindly complete the statement below after reading the attached instructions and hand it over to my assistant who will call for it.

Electoral Registration Officer of the.....  
.....  
Assembly Constituency.

## STATEMENT

*Names and particulars of adult citizens ordinarily residing in the above premises*

Name of citizen	Particulars as to	<sup>1</sup> [Father or Mother or Husband	<sup>2</sup> [Age on 1 <sup>st</sup> January/April, 19...
-----------------	-------------------	---	---

1.  
2.  
3.  
4.  
5.  
6.  
7.

etc.

Signature.....

Date.....

## INSTRUCTIONS

- Enter the names of all persons who have completed <sup>2</sup>[18 years of age on or before the 1st of January/April] of this year and who are ordinarily residing in the premises.
- Only the names of these who are citizens of India should be entered.
- Enter against Serial No. 1 in the first column, the name of the head or other senior member of the family, provided he or she has the qualifications mentioned in paragraphs 1 and 2 above.
- "Ordinarily residing" does not mean that the person should be actually in the house when you are filling in the form. The persons who normally live in the house should be included even though they may be temporarily absent, e.g., on a journey or on business or in hospital. On the other hand, a guest or visitor, who normally lives elsewhere but happens to be in the house at the time should not be included.
- All ordinary residents of the house should be included, whether they are members of the family or not. But do not enter the name of any person who is a member of the Armed Forces of India or is employed under the Government of India in a post outside India or the name of such person's wife if she ordinarily resides with him.
- In the case of every male citizen, enter in the second column the name of his father preceded by the words "son of".
- In the case of every female citizen, enter in the second column-
  - the name of the husband preceded by the words "wife of", if she be married;
  - the name of the late husband preceded by the words "widow of", if she be a widow; and
  - the name of the <sup>1</sup>[Father or Mother] preceded by the words "daughter of", if she be unmarried.
- In the third column, enter the age of the citizen as accurately as possible, giving only the number of complete years and ignoring the months. <sup>3</sup>[Note: For preparation/revision of rolls in 1989, omit "January" and retain "April". For preparation/revision of rolls in any other year, omit "April" and retain "January"].

<sup>1</sup> Subs. by Notifn. No. S.O. 303(E), dated the 8th May, 1993, for certain words.

<sup>2</sup> Subs. by Notifn. No. S. O. 409(E), dated the 6th June, 1989, for certain words.

<sup>3</sup> Ins., *ibid.*

<sup>1</sup>[FORM 5

(See rule 10)

*Notice of publication of electoral roll in draft*

To

The Electors of the.....constituency.

Notice is hereby given that the electoral roll has been prepared in accordance with the Registration of Electors Rules, 1960, and a copy thereof is available for inspection at my office, and at.....during office hours.

The qualifying date for the preparation of the electoral roll is.....

If, with reference to the above said qualifying date, there be any claim for the inclusion of a name in the roll or any objection to the inclusion of name or any objection to particulars in any entry, it should be lodged on or before the.....19....., in Form 6, 7 or 8 as may be appropriate.

Every such claim or objection should either be presented in my office or to..... or sent by post to the address given below so as to reach me not later than the aforesaid date.

.....  
Electoral Registration Officer,  
(Address).....]

Date.....

---

1. Subs. by Notifn. No. S.O. 814(E), dated the 3rd September, 1987, for Form No. 5.

*Registration of Electors Rules, 1960*  
(Statutory Rules and Order)

<sup>1</sup>[FORM 6  
[See rules 13(1) and 26]

Application for inclusion of name in electoral roll				
To The Electoral Registration Officer, -----Assembly/Parliamentary <sup>£</sup> Constituency.				
Sir, I request that my name be included in the electoral roll for the above Constituency. Particulars in support of my claim for inclusion in the electoral roll are given below:				
I. Applicant's details		Name		Surname (if any)
Age as on 1 <sup>st</sup> January..... <sup>#</sup>		Years :	Months :	Sex (male/female) :
Date of birth, if known :		Day :	Month :	Year :
Place of birth :		Village/Town :		
		District :		State :
*Father's Name		Name		Surname(if any)
Mother's Name				
Husband's				
II. Particulars of place of ordinary residence (Full address):				
House / Door number :				
Street/ Area/Locality/Mohalla/ Road :				
Town / Village :				
Post Office :			Pin Code :	
Tehsil/Taluka/Mandal/Thana :				
District :				

<sup>£</sup> In case of Union territories having no Legislative Assembly and the State of Jammu and Kashmir.

<sup>#</sup> Please give the year *i.e.* 2003, 2004, etc.

\* Strike out the inappropriate alternative.

.....(Perforation).....  
***Receipt for application***

Received the application in Form 6 of \*\*Shri/Shrimati/Kumari .....

\*\* Address.....

Date.....

Signature of the officer receiving the application on  
behalf of the Electoral Registration Officer  
(Address).....

\*\*To be filled in by the applicant.

1. Subs. by Notifn. No. S.O. 934(E), dated the 18<sup>th</sup> August, 2003, for Forms 6, 7, 8 and 8A.

*Registration of Electors Rules, 1960s*  
(Statutory Rules and Order)

III. Details of members(s) of applicant's family already included in the current electoral roll of the Constituency:
--

Name	Relationship with applicant	Part number of the roll of the constituency	Serial number in that Part	Elector's photo identity card (if issued) number
1.				
2.				

IV. Declaration:  
I hereby declare that to the best of my knowledge and belief-

(i) I am a citizen of India; (ii) I am ordinarily resident at the address given in para II above since..... (date, month, year); (iii) I have not applied for the inclusion of my name in the electoral roll for any other constituency; (iv) my name has not already been included in the electoral roll for this or any other assembly constituency;

or

\* my name may have been included in the electoral roll for .....constituency in ..... State in which I was ordinarily resident earlier at the address mentioned below and, if so, I request that the same may be deleted from that electoral roll.

Full address (Earlier place of ordinary residence):

	Electors photo identity card (if issued) number;....., date of issue.....

Place: \_\_\_\_\_  
Date: \_\_\_\_\_ *Signature or thumb impression of the applicant*

**Note.- Any person who makes a statement or declaration which is false and which he either knows or believes to be false or does not believe to be true, is punishable under section 31 of the Representation of the People Act, 1950 (43 of 1950).**

\*Strike out the inappropriate alternative.

<b>Details of action taken</b> (To be filled by Electoral Registration Officer of the constituency)
--

The application of Shri/Smt./ Km.....for inclusion of name in the electoral roll in Form 6 has been accepted\*/rejected\*.

Detailed reasons for \*acceptance [under or in pursuance of rule 18\*/20\*/26(4) \*]£ or rejection [under or in pursuance of rule 17\*/20\*/26(4) £ ] :

Place:	Signature of Electoral	(Seal of the Electoral
Date:	Registration Officer	Registration Officer)

£ During continuous updating after final publication of electoral roll.

\* Strike out the inappropriate alternative.

*Registration of Electors Rules, 1960*  
(Statutory Rules and Order)

FORM 7  
[See rule 13(2) and 26]

<b><i>Application for objecting inclusion or seeking deletion of name in electoral roll</i></b>			
To The Electoral Registration Officer, -----Assembly <sup>£</sup> Parliamentary Constituency.			
Sir, @ I object to the proposed inclusion of the name of the undermentioned person in the electoral roll for the above constituency. Particulars in support of my objection are given below: or @ I submit that the entry relating to *myself/*the person named below is required to be deleted for the reasons stated hereunder:			
I. @Details of person inclusion of whose <u>name is objected to</u> :  @ Details of person whose entry is to be deleted:	Name	Surname (if any)	
	Part number of electoral roll in which his/her name is included:	His/her serial number in that part:	Elector's photo identity card (if issued) number:
#II. <b><i>Details of objector</i></b>	Name	Surname (if any)	
Sex (male/female):	Part number of electoral roll in which objector's name is included:	His/her serial number in that part:	
*Father's Name	Name	Surname (if any)	
Mother's Name			
Husband's Name			
III. Particulars of place of ordinary residence of @objector/@person seeking deletion. (Full address):			
House / Door number:			
Street/Area/Locality/Mohalla/Road:			
Town / Village:			
Post Office:		Pin Code :	<input type="text"/>
Tehsil/Taluka/Mandal/Thana:			
District:			

<sup>£</sup> in case of Union territories having no Legislative Assembly and the State of Jammu and Kashmir.

@ First alternative will be relevant during preparation/revision of electoral roll. Second alternative will be relevant

during continuous updating after final publication of electoral roll. Strike out the inappropriate alternative.

\* Strike out the inappropriate alternative.

# Part-II not to be filled where applicant seeks deletion of entry relating to himself.

.....(Perforation).....

*Registration of Electors Rules, 1960*  
(Statutory Rules and Order)

***Receipt for application***

21

Received the application in Form 7 of \*\*Shri/Shrimati/Kumari .....

\*\*Address.....

Date.....

Signature of the officer receiving the application on behalf of the Electoral Registration Officer (Address).....

\*\*To be filled in by the applicant.

IV. Reason(s) for objection/*deletion:	
V. Declaration:	
I hereby declare that the facts and particulars mentioned above are true to the best of my knowledge and belief.	
Place:	
Date:	Signature or thumb impression of the applicant

**Note.- Any person who makes a statement or declaration which is false and which he either knows or believes to be false or does not believe to be true, is punishable under section 31 of the Representation of the People Act, 1950 (43 of 1950).**

\*Strike out the inappropriate alternative.

<b>Details of action taken</b> (To be filled by Electoral Registration Officer of the constituency)
--

The application of Shri/Smt./Km.....\*objecting to inclusion/\* seeking deletion of name of Shri/Smt/Km.....in the electoral roll in Form 7 has been accepted\*/rejected\*.

Detailed reasons for \*acceptance [under or in pursuance of rule 18\*/20\*/26(4)\*] or rejection [under or in pursuance of rule 17\*/20\*/26(4)£]:

Place:	Signature of Electoral	(Seal of the Electoral
Date:	Registration Officer	Registration Officer)

\* Strike out the inappropriate alternative.  
£ During continuous updating after final publication of electoral roll.

*Registration of Electors Rules, 1960*  
(Statutory Rules and Order)

FORM 8  
[See rules 13(3) and 26]

<b>Application for correction to particulars entered in electoral roll</b>				
To The Electoral Registration Officer, -----Assembly/Parliamentary <sup>£</sup> constituency.				
Sir, I request that entry relating to myself appearing in the electoral roll for the above constituency is not correct and it should be corrected. Correct particulars in support of my request are given below:-				
I. Applicant's details		Name		Surname (if any)
Part number of electoral roll:		Serial number in that part:		
Age as on 1 <sup>st</sup> January.....#	Years:	Months:	Sex (male/female):	
Date of birth, if known:	Day:	Month:	Year:	
*Father's Mother's Husband's	Name		Surname (if any)	
II. Particulars of place of ordinary residence (Full address):				
House / Door number:				
Street/ Area/Locality/Mohalla/ Road:				
Town / Village:				
Post Office:			Pin Code:	
Tehsil/Taluka/Mandal/Thana:				
District:				
III. Details of Electors' photo identity card (if issued, in this or some other constituency)				
Electors' photo identity card number:				
Name of the constituency:				
IV. Details of entries to be corrected: *My name/*Age/*Father's/Mother's/Husband's name/*Sex/Address/*Electors' photo identity card number may be corrected in terms of information provided in this Form above.				
Place:				
Date:			Signature or thumb impression of the elector	

***Note.- Any person who makes a statement or declaration which is false and which he either knows or believes to be false or does not believe to be true, is punishable under section 31 of the Representation of the People Act, 1950 (43 of 1950).***

<sup>£</sup> *in case of Union territories having no Legislative Assembly and the State of Jammu and Kashmir.*

# Please give the year i.e. 2002, 2003, etc.

\* Strike out the inappropriate alternative.

.....(Perforation).....

*Registration of Electors Rules, 1960*  
(Statutory Rules and Order)

**Receipt for application**



*Registration of Electors Rules, 1960*  
(Statutory Rules and Order)

FORM 8A  
[See rules 13(4) and 26]

<b>Application for transposition of entry in electoral roll</b>				
To The Electoral Registration Officer, -----Assembly/Parliamentary <sup>£</sup> Constituency.				
Sir, I request that the entry in the electoral roll for the above mentioned constituency relating to *myself/*person named below should be transposed to the relevant part of the roll in this constituency. Particulars of the entry to be transposed are given below:				
I.	Details of person whose entry is to be transposed:	Name		Surname (if any)
		Part number of electoral roll in which his/her name is included:	His/her serial number in that part:	Elector's photo identity card (if issued) number:
<u>*Father's</u> <u>Mother's</u> Husband's Name		Name		Surname (if any)
II. Particulars of present place of ordinary residence (Full address):				
House / Door number:				
Street/ Area/Locality/Mohalla/ Road:				
Town / Village:				
Post Office:				Pin Code:
Tehsil/Taluka/Mandal/Thana:				
District:				
III. Period of continuous residence at the above address on the date of application			Years:	Months:
IV. Part number to which the entry has to be transposed (if known):				
@V.	Details of applicant	Name		Surname (if any)
		Part number of electoral roll in which his/her name is included:	His/her serial number in that part:	Elector's photo identity card (if issued) number:

£ In case of Union territories having no Legislative Assembly and the State of Jammu and Kashmir.

\* Strike out the inappropriate alternative.

@ Part V not to be filled where applicant seeks transposition of entry relating to himself.

.....(Perforation).....

*Registration of Electors Rules, 1960*  
(Statutory Rules and Order)

**Receipt for application**

Received the application in Form 8A of \*\*Shri/Shrimati/Kumari .....

\*\*Address.....

Date.....

Signature of the officer receiving the application on behalf of the Electoral Registration Officer (Address).....

VI. Declaration:

I hereby declare that the facts and particulars mentioned above are true to the best of my knowledge and belief.

Place:

Date:

Signature or thumb impression of the applicant

Note.- Any person who makes a statement or declaration which is false and which he either knows or believes to be false or does not believe to be true, is punishable under section 31 of the Representation of the People Act, 1950 (43 of 1950).

Details of action taken

(To be filled by Electoral Registration Officer of the constituency)

The application of Shri/Smt./ Km.....for transposition of entry relating to himself/herself/Shri/Smt./Km..... in the electoral roll in Form 8A has been accepted\*/rejected\*.

Detailed reasons for acceptance or rejection [under rule 26(4)]\*:

Place:

Date:

Signature of Electoral Registration Officer

(Seal of the Electoral Registration Officer)]

\* Strike out the inappropriate alternative.

*Registration of Electors Rules, 1960*  
(Statutory Rules and Order)

FORM 8B  
[See rule 26]

***Application for deletion of entry in electoral roll***

To

The Electoral Registration Officer,  
-----Assembly/Parliamentary<sup>f</sup> Constituency.

Sir,

I submit that the entry relating to the person named below in the electoral roll for the above Constituency is required to be deleted for the reasons stated hereunder :

I.	Details of person whose entry is to be deleted	1. Title <sup>s</sup>	2. First and middle name			3. Last name
		4. Part number of electoral roll in which his / her name is included :	5. His/her serial number in that part		6. Electors' Photo Identity Card number	
II. (a)	Details of relation of person whose entry is to be deleted (Father/Mother/Husband)	7. Title <sup>s</sup>	8. First and middle name			9. Last name
		(b) Relationship with the person whose entry is to be deleted. Father/Mother/Husband :				
III. Reasons for objection						
	a)*	Death on	10. Day :	11. Month :	12. Year :	
	b)*	No longer ordinarily resident since	13. Day :	14. Month :	15. Year :	
	c)*	*Not entitled to be registered for the reason.				
IV.	a) Objector's details :	16. Title <sup>s</sup>	17. First and middle name		18. Last name	
		19. Sex (male/female) :	20. Part number of electoral roll in which objector's name is included :		21. His/her serial number in that part:	
b)	Details of relation of objector (Father/Mother/Husband)	22. Title <sup>s</sup>	23. First and middle name			24. Last name
		(c) Relationship with objector. Father/Mother/Husband :				
V. Particulars of place of ordinary residence of objector (Full address) :						
25. House / Door number:						
26. Street/ Mohalla/ Road / Gali:						
27. Area / Locality:						
28. Town / Village:						
29. Post Office:				30. Pin Code:		
31. Police Station:						
32. Tehsil / Taluka <sup>@</sup> :						
33. Block / Mandal (for Village) <sup>@</sup> :						
34. District:						

<sup>f</sup> in case of Union territories having no Legislative Assembly and the State of Jammu and Kashmir.

<sup>s</sup> Sh./Smt./Km./Dr. etc.

\* Strike out the inappropriate alternative.

<sup>@</sup> May not be applicable in Metropolitan Areas.

*Registration of Electors Rules, 1960*  
(Statutory Rules and Order)

Details of action taken (To be filled by electoral registration officer of the constituency)				
Revision identity	Constituency number and name			
The application of Shri./Smt. /Km.....for transposition of entry relating to himself/herself /Shri/Smt. /Km.....in the electoral roll in Form 8A has been accepted* / rejected*				
*Accepted:				
Under rule 26(4) entry of elector is transposed in the electoral roll of the Constituency	<i>Before transposition</i>		<i>After transposition</i>	
	Serial number	Part number	Serial number allotted	In Part number
*Rejected :				
Rejected, under rule 26(4) *				
Detailed reasons for acceptance or rejection [under rule 26(4)]* :				

Place :  
Date :

(Seal of the Electoral  
Registration Officer)

Signature of Electoral Registration Officer

---

\* Strike out the inappropriate alternative.

<b>VI. Details of objector's Photo identity Card, if issued, in this or in any other Constituency</b>	
Elector's Photo Identity Card number :	36. Date of issue :
Constituency (Assembly / Parliamentary Constituency) Number :	Name :
<b>VII. Declaration</b>	
I hereby declare that the facts and particulars mentioned above are true to the best of my knowledge and belief.	
Place :	
Date :	
<b><i>I am submitting the application to the Electoral Registration officer through</i></b>	<b><i>Signature or thumb impression of objector</i></b>

(i) Sh. /Smt./Km.(full name and address)

Or (ii) in person\* , / or (iii) by Post\*

.....Signature or thumb impression of objector

	<p>Note:- <b><i>Any person who makes a statement or declaration which is false and which he either knows or believes to be false or does not believe to be true, is punishable under section 31 of the Representation of the People Act, 1950.</i></b></p> <p>* Strike out the inappropriate alternative.                  £ In case of Union territories having no Legislative Assembly and the State of Jammu and Kashmir.</p>

\*Signature or thumb impression of the person submitting the application.

*For use of registration officer or other officer designated by him*

Details of acknowledgement (To be filled by Officer receiving the application)	
Details of acknowledgement receipt issued to the applicant.	
Receipt number:	Signature of Officer receiving the application
Date of receipt:	
Remarks, if any, of the Officer receiving the application :	
Application received by:	
Name of Officer :	
Designation* :	

Place :

Date

Signature of Officer  
receiving the application.

\* Electoral Registration Officer/Assistant Electoral Registration Officer

*Registration of Electors Rules, 1960*  
(Statutory Rules and Order)

FORM 9

[See rules 15 and 16]

*List of applications for inclusion of names received in Form 6*

Designated location identity (where applications have been received)	Constituency (Assembly/Parliamentary <sup>£</sup> Constituency):				Revision identity	
1. List number <sup>@</sup>	2. Period of receipt of applications (covered in this list)		From date		To date	
			____/____/____		____/____/____	
3. Place of hearing <sup>*</sup>						
Serial number <sup>§</sup> of application	Date of receipt	Name of claimant	Name of Father / Mother / Husband and (Relationship) <sup>#</sup>	<b>Place of residence</b>	Date of hearing <sup>*</sup>	Time of hearing <sup>*</sup>
1	2	3	4	5	6(a)	6(b)
<sup>£</sup> In case of Union territories having no Legislative Assembly and the State of Jammu and Kashmir <sup>@</sup> For this revision for this designated location <sup>*</sup> Place, time and date of hearing as fixed by electoral registration officer <sup>§</sup> Running serial number is to be maintained for each revision for each designated location <sup>#</sup> Give relationship as F= father, M=Mother and H=Husband within brackets i.e. (F), (M), (H)				Date of exhibition at designated location under rule 15(b)	Date of exhibition at Electoral Registration Officer's Office under rule 16 (b)	

Continued in page.....

*Registration of Electors Rules, 1960*  
(Statutory Rules and Order)

1	2	3	4	5	6(a)	6(b)







*Registration of Electors Rules, 1960*  
(Statutory Rules and Order)

FORM 11

[See rules 15 and 16]

*List of applications for objection to particulars in entries in electoral roll received in Form 8*

Designated location identity (where applications have been received)	Constituency (Assembly/Parliamentary <sup>£</sup> Constituency):				Revision identity:		
1. List number <sup>@</sup>	2. Period of receipt of applications (covered in this list)			From date	To date		
				____/____/____	____/____/____		
3. Place of hearing*							
Serial number <sup>§</sup> of application	Date of receipt	Name (in full) of elector objecting	Particulars of entry objected to		<b>Nature of objection</b>	Date of hearing*	Time of hearing*
			Part number	Serial number			
1	2	3	4	5	6	7(a)	7(b)
<sup>£</sup> In case of Union territories having no Legislative Assembly and the State of Jammu and Kashmir. <sup>@</sup> For this revision for this designated location. <sup>*</sup> Place, time and date of hearing as fixed by electoral registration officer. <sup>§</sup> Running serial number is to be maintained for each revision for each designated location.					Date of exhibition at designated location under rule 15(b)	Date of exhibition at Electoral Registration Officer's Office under rule 16 (b)	

Continued in page.....



Registration of Electors Rules, 1960  
(Statutory Rules and Order)

FORM 12  
[See rule 19(I)(b)(i)]  
Notice of hearing of a claim

**Duplicate**

(Office Copy)

To

(Full name and address of claimant) .....

Reference:.....Claim No. ....

Take notice that your claim for the inclusion of your name in the electoral roll will be heard at..... (place) at.....O'clock on the .....day of.....20 . You are directed to be present at the hearing with such evidence as you/may like to adduce.

Place.....

Date.....

.....  
Electoral Registration Officer.

FORM 12  
[See rule 19(I)(b)(i)]  
Notice of hearing of a claim

**Original**

(To be served on the claimant)

To

(Full name and address of claimant)

Reference:\_\_\_\_\_ Claim No.....

Take notice that your claim for the inclusion of your name in the electoral roll will be heard at..... (place) at..... O'clock on the..... day of.....20 . You are directed to be present at the hearing with such evidence as you may like to adduce.

Place.....

Date.....

.....  
Electoral Registration Officer.

CERTIFICATE OF SERVICE OF NOTICE  
*Received notice of the date of hearing*

Date.....

Claimant

Certified that the notice on the claimant has been duly served by me this.....day of.....on (name)..... personally/by affixation on residence.

Place.....

Date.....

.....  
Serving Officer.

*N.B.*—If this notice is served by post, attach the receipt here.

Registration of Electors Rules, 1960  
(Statutory Rules and Order)

FORM 13  
[See rule 19(1)(b)(ii)]  
Notice to the objector

**Duplicate**  
(Office Copy)

To  
(Full name  
and address  
of objector) .....

Reference: \_\_\_\_\_ Objection No. ....

Take notice that your objection to the inclusion of the name of—

.....  
.....  
.....

will be heard at..... (place) at.....O'clock on the .....day of.....20 . You are directed to be present at the hearing with such evidence as you may like to adduce.

Place.....  
Date.....

.....  
Electoral Registration Officer.

FORM 13  
[See rule 19(1)(b)(ii)]  
Notice to the objector

**Original**  
(To be served  
on the objector)

To  
  
(Full name  
and address  
of objector) .....

Reference: \_\_\_\_\_ Objection No.....

Take notice that your objection to the inclusion of the name of—

.....  
.....  
.....

will be heard at..... (place) at.....O'clock on the .....day of.....20 . You are directed to be present at the hearing with such evidence as you may like to adduce.

Place.....  
Date.....

.....  
Electoral Registration Officer.

*Registration of Electors Rules, 1960*  
(Statutory Rules and Order)

CERTIFICATE OF SERVICE OF NOTICE  
*Received notice of the date of hearing*

Date.....

.....  
Objector

Certified that the notice on the objector has been duly served by me this.....day of.....on  
(name).....personally/by affixing on residence.

Place.....

Date.....

.....  
Serving Officer.

---

*N.B.*— If this notice is served by post, attach the receipt here.

(Statutory Rules and Order)

FORM 14

[See rule 19(1)(b)(ii)]

<sup>1</sup>[Notice to the person in respect of whom objection has been made]

Duplicate  
(Office Copy)

To  
(Full name and address .....  
.....  
of person .....  
.....  
objected to) .....

Reference: \_\_\_\_\_ Objection No. ....  
.....

Take notice that the objection to the inclusion of your name at Serial No..... in Part.....of the electoral roll for.....constituency filed by (Full name..... and address of ..... objector).....

will be heard at.....(place) at.....O'clock on the.....day of ..... 19 . You are directed to be present at the hearing with such evidence as you may like to adduce. The grounds of objection (in brief) are:—

- (a)
- (b)
- (c)

Place.....  
Date.....

.....  
Electoral Registration Officer.

FORM 14

[See rule 19(1)(b)(ii)]

<sup>1</sup>[Notice to the person in respect of whom objection has been made]

Original  
(To be served on the person objected to)

To  
(Full name and address .....  
.....  
of person .....  
objected to) .....

Reference: \_\_\_\_\_ Objection No. ....  
.....

Take notice that the objection to the inclusion of your name at Serial No..... in Part.....of the electoral roll for..... constituency filed by

(Full name and address of objector) .....

will be heard at.....(place) at.....O'clock on the.....day of ..... 19 . You are directed to be present at the hearing with such evidence as you may like to adduce. The grounds of objection (in brief) are:—

- (a)
- (b)
- (c)

Place.....  
Date.....

.....  
Electoral Registration Officer.

1. Ins by Notifn. No. S. O. 814(E), dated the 3rd September, 1987.

*Registration of Electors Rules, 1960*  
(Statutory Rules and Order)

CERTIFICATE OF SERVICE OF NOTICE  
*Received notice of the date of hearing*

Date.....

.....  
Person objected to

Certified that the notice on the person, the entry relating to whose name has been objected to, has been duly served by me this..... day of..... on (name).....personally / [by affixation on residence.

Place.....

Date.....

.....  
Serving Officer.

N.B.—If this notice is served by post, attach the receipt here.

FORM 15  
[See rule 19(1)(b)(iii)]  
*Notice of hearing of an objection to particulars in an entry*

Duplicate  
(Office copy)

To

(Full name and address of objector) .....

Reference:--Objection No. ....

Take notice that your objection to certain particulars in the entry relating to you will be heard at..... (place) at.....O'clock on the.....day of ..... 19 . You are directed to be present at the hearing with such evidence as you may like to adduce.

Place.....

Date.....

.....  
Electoral Registration Officer.

FORM 15  
[See rule 19(1)(b)(iii)]  
*Notice of hearing of an objection to particulars in an entry*

Original  
(To be served on the objector)  
To

(Full name and address of objector) .....

Reference:-- Objection No. ....

Take notice that your objection to certain particulars in the entry relating to you will be heard at..... (place) at.....O'clock on the.....day of ..... 19 . You are directed to be present at the hearing with such evidence as you may like to adduce.

Place.....

Date.....

.....  
Electoral Registration Officer.

*Registration of Electors Rules, 1960*  
(Statutory Rules and Order)  
CERTIFICATE OF SERVICE OF NOTICE  
*Received notice of the date of hearing*

Date.....

.....  
objector

Certified that the notice on the objector has been duly served by me this.....day  
of.....on (name)..... personally/by affixation on residence.

Place.....

Date.....

.....  
Serving Officer.

*N.B.*—If this notice is served by post, attach the receipt here.

<sup>1</sup>[FORM 16  
[See rule 22(1)]  
*Notice of final publication of electoral roll*

It is hereby notified for public information that the list of amendments to the draft electoral roll for the..... constituency has been prepared with reference to.....as the qualifying date and in accordance with the Registration of Electors Rules, 1960. A copy of the said roll together with the said list of amendments has been published and will be available for inspection at my office.

.....  
Electoral Registration Officer.

Place.....

Date.....

(Address).....  
.....]

FORM 17  
[See rule 30]  
*Application for inclusion of name in the electoral roll for a local authorities' constituency*

To

The Electoral Registration Officer,  
..... (Local Authorities) Constituency.

Sir,

I am a member of .....which is a constituent local authority exercising jurisdiction within the limits of the.....local authorities' constituency. I am therefore entitled to be registered as an elector in the said constituency, and request that my name be included in the electoral roll thereof.

My address is:

.....  
.....  
.....

Yours faithfully,

1. Subs. by Notifn. No. S. O. 814(E), dated the 3rd September, 1987, for Form 16.

**Registration of Electors Rules, 1960  
(Statutory Rules and Order)**

<sup>1</sup>[FORM 18  
(See rule 31)

*Claim for inclusion of name in the electoral roll for a graduates' constituency*

To

The Electoral Registration Officer,  
..... (graduate) Constituency.

Sir,

I request that my name be registered in the electoral roll for the.....(graduate's) Constituency.

The particulars are:—

Name (in full).....Sex.....  
Father's/Mother's/Husband's name (in full) .....  
Qualification .....  
Occupation .....  
House address (Place of ordinary residence) .....  
House No. ....  
Street/Mohalla .....  
Town/Village .....  
Post Office .....  
Police Station/Tehsil/Taluka/Mouza .....  
District .....  
Age.....

2. \*I am a graduate of the.....University having passed the degree/diploma examination in the year .....

OR

\*I am in possession of a diploma/certificate in.....which is a qualification equivalent to that of a graduate of a University in India having passed the examination for the diploma/certificate in the year.....

3. In support of my claim as being a graduate/in possession of the above diploma/certificate. I submit herewith.....

4. \*\*My name has not been included in the electoral roll for this or any other graduates' constituency.

OR

\*\*My name has been included in the electoral roll for the.....graduates' constituency under the address given below and I request that it be deleted from that roll:—

.....  
.....

5. I declare that I am a citizen of India and that all the particulars given above are true to the best of my knowledge.

Place.....  
Date.....

.....  
Signature of claimant.

NOTE : Any person who makes a statement or declaration which is false and which the either knows or believes to be false or does not believe to be true is punishable under section 31 of the Representation of the People Act, 1950.

\*Strike out the paragraph not applicable.  
\*\*Strike off the inappropriate alternative.

1. Subs. by Notifn. No. S. O. 814(E), dated the 3rd September, 1987, for Form 18.

*Registration of Electors Rules, 1960*  
(Statutory Rules and Order)

.....(Perforation).....  
.....

Intimation of action taken

The application in Form 18 of  
Shri/Shrimati/Kumari.....address.....has been—

(a) accepted and the name of Shri/Shrimati/Kumari.....has been registered at Serial No.....in  
Part No.....

(b) rejected for the reason.....  
.....

Date.....

Electoral Registration Officer.  
(Address).....  
.....  
.....

.....(Perforation).....  
Receipt for application

Received the application in Form 18 from Shri/  
Shrimati/Kumari\*.....address\*.....

Date.....

Electoral Registration Officer.  
(Address).....  
.....  
.....

\*To be filled in by the applicant.

---

*Registration of Electors Rules, 1960*  
(Statutory Rules and Order)

<sup>1</sup>[FORM 19  
[See rule 31]

*Claim for inclusion of name in the electoral roll for a teachers' constituency*

To

The Electoral Registration Officer,  
.....(Teachers') Constituency.

Sir,

I request that my name be registered in the electoral roll for the.....(teachers') Constituency.

The particulars are:—

Name (in full).....Sex.....

Father's/Mother's/Husband's name (in full).....

House address (Place of ordinary residence):—

House No.....  
Street/Mohalla.....  
Town/Village.....  
Post Office.....

Police Station/Tehsil/Taluka/Mouza .....

District .....

Age .....

2. During the last six years I have been engaged in teaching for a total period of more than three years as follows:--

Name of Educational Institution	From (Date)	To (Date)	Period
1.			
2.			
3.			
4.			

In support of the above I submit herewith.....  
.....  
.....

3. \*My name has not been included in the electoral roll for this or any other teachers' constituency.

OR

\*My name has been included in the electoral roll for the.....teachers' constituency under the address given below and I request that it be deleted from that roll:—

.....  
.....  
.....

4. I declare that I am a citizen of India and that all the particulars given above are true to the best of my knowledge and belief.

Place.....  
Date.....

.....  
Signature of claimant.

NOTE:-Any person who makes a statement or declaration which is false and which he either knows or believes to be false or does not believe to be true is punishable under section 31 of the Representation of the People Act, 1950.

\*Strike out the paragraph not applicable.

Registration of Electors Rules, 1960  
(Statutory Rules and Order)

.....(Perforation).....

Intimation of action taken

The application in Form 19 of Shri/Shrimati/Kumari.....  
address.....

.....has been—

(a) accepted and the name of Shri/Shrimati/Kumari..... has been  
registered at Serial

No..... in Part No.....

(b) rejected for the reason.....

Date.....

Electoral Registration Officer  
(Address).....

.....  
.....]

.....(Perforation).....

Receipt for application

Received the application in Form 19 from Shri/Shrimati/ Kumari\*.....

address\*.....

Date.....

Electoral Registration Officer  
(Address).....

.....]

\*To be filled in by the applicant.

