Guidelines prescribed by the Election Commission of India in exercise of the powers conferred by Article 324 of the Constitution of India and Section 29A of the Representation of the People Act, 1951

GUIDELINES AND APPLICATION FORMAT for Registration of political parties under Section 29A of the Representation of the People Act, 1951

(Please read the guidelines carefully)

For the purpose of registration of any association or body of individual citizens of India as a political party, the association or body is required to make an application (Format at Annexure-I) to the Election Commission of India giving therein full particulars required under sub-section (4) of Section 29A of the Representation of the People Act, 1951 and additional particulars required under the Registration of Political Parties (Furnishing of Additional Particulars) Order, 1992, separately.

2. The application should be neatly typed on the party's letter-head, if any, and it should be sent by registered post/presented personally to the Secretary to the Election Commission within 30 days following the date of the formation of the party. Any application made after the said period will be time-barred under the provisions of Section 29A(2)(b) of the Representation of the People Act, 1951. All pages of the application including annexure should be (page) numbered in continuation.

3. The application must be accompanied by the following documents/information:-

(i) Party Constitution drawn on following lines:

   Article I: Name of the Party
   (Should not contain religion or caste)

   Article II: Objectives of the Party
   (Should be in consonance with the Constitution of India)

   Article III: Membership of the Party
   (Open to all adult Indian citizens)

   Article IV: Organs of the Party (Organizational Structure)

   Powers and Functions of each of these organs
   (Decision making power should reflect democratic spirit – no veto power)

   Method of appointment (and terms) of members to each of these organs
(Not more than 1/3rd members can be nominated; Tenure should be fixed not exceeding 5 years; Periodic elections within 5 years maximum)

Article V: Office-bearers of the Party

Powers and functions of each of these office-bearers
(Decision making power should reflect democratic spirit – no veto power)

Method of appointment (and terms) of each of these office-bearers
(Should be elected; Not more than 1/3rd can be nominated; Fixed tenure not exceeding 5 years for everyone; Periodic elections within 5 years maximum)

Article VI: Rules of Dispute Resolution & Discipline

Article VII: Basics of Rules of Conduct of Business
Decision making process; Meetings – quorum, notice and decision making etc.
(Details can be annexed separately)

Article VIII: Party Funds & Accounts
Party funds to be utilized for political activities; Accounts to be maintained on accrual system; To be annually audited by Auditor on the panel of CAG; Audited annual accounts to be submitted to the ECI within 6 months of the end of financial year.
(Details can be annexed separately)

Article IX: Party Constitution’s Amendment Procedure
Article X: Merger, Split and Dissolution Procedure
Article XI: Mandatory Provision under Section 29A (5) of RP Act, 1951.

(ii) A CHECKLIST, with clear answer against each item therein, may be
with application(Annexure-II). The relevant page no. of application, where the
details of the particular item in checklist can be verified, must be indicated by you.

(iii) A Demand Draft of Rs. 10,000/- (Rupees Ten Thousand only) on account of
processing fee drawn in favour of the Under Secretary, Election
Commission of India, New Delhi. It may be noted that the processing fee is
non-refundable.

(iv) A neatly typed/printed copy of the memorandum/rules and bye-laws/Constitution
of the Party containing a specific provision as required under sub-section (5) of
Section 29A of the Representation of the People Act, 1951 in the exact terms,
which reads “…………………………” (Name of the party) shall bear true faith and allegiance to the Constitution of India as by law established, and to the principles of socialism, secularism and democracy and would uphold the sovereignty, unity and integrity of India”. The above mandatory provision must be included in the text of party constitution itself as one of the clauses. As per provision to sub-section (7) of the said Section 29A of the Representation of the People Act, 1951, no association or body shall be registered as a political party unless the memorandum, rules and regulations or the constitution of such association or body conform to the above referred provision of sub-section (5) of Section 29A.

(v) There should be a specific provision in the rules/Constitution of the party regarding internal democracy in the party, organisational elections at different levels, mode of such elections and the periodicity of such elections, term of office of the office-bearers and powers and duties of the office-bearers of the party, and the various representative bodies of the party (such as Executive Committee, Council etc.)

(vi) Besides these particulars, procedure to be followed in the case of merger/dissolution of the Association, amendment in Party Constitution and disciplinary action against erring members of the party should be provided in the bye-laws. There should be clear provision in the party constitution about membership of the party. There should not be any discrimination in the matter of membership.

(vii) Extracts from the latest electoral rolls in respect of atleast 100 members of the organisation (including all office-bearers/members of main decision making organs like Executive Committee/Executive Council) duly certified by the Electoral Registration Officer of concerned assembly constituency to show that they are registered electors. Alternatively, photocopies of Elector Photo Identity Cards (EPICs) of the members duly attested by a Gazetted officer or Notary should be submitted.

(viii) An affidavit duly signed by the President/General Secretary of the applicant party and sworn before a 1st class Magistrate/Oath Commissioner/Notary Public to the effect that no member of the organisation is a member of any other political party registered with the Commission (Specimen of affidavit at Annexure- III).
(ix) Individual affidavits from at least 100 members of the party to the effect that the said member is a registered elector and that he is not a member of any other political party registered with the Commission. These affidavits should be on Stamp Paper of at least Rs. 2/- denomination and duly sworn before a 1st class Magistrate/Oath Commissioner/Notary Public. These affidavits should be from those persons in respect of whom certified extracts of electoral rolls or EPICs are being furnished as mentioned in Para (v) (Specimen of affidavit at Annexure-IV).

(x) A list of office bearers and members of the party mentioned in (vi) and (viii) above, should be submitted and the certified copy of electoral rolls or EPICs and individual affidavits should be enclosed as per the sequence of the list. Particulars of Bank account and Permanent Account Number (PAN), if any, in the name of the party should be furnished.

(xi) The applicant party has to produce a "No Objection Certificate", in the form of an affidavit on stamp paper, from the owner of the premises where the party office is situated with certified copies of tangible proof, such as House Tax Receipt or Registry papers, etc., of ownership of the premises.

(xii) The applicant has to attach a "No Objection Certificate" from the Local Body, Municipal Corporation etc. to the effect that there is no prohibition under the rules and regulations of the authority to set up political party office in that building where the party office is situated.

(xiv) Separate Affidavits from the office bearers of the main organs of the applicant party in respect of their Assets and Liabilities have to be furnished. (Format enclosed at Annexure-V).

(xv) The office bearers of the applicant party have to furnish a copy of their Income Tax Returns filed for the last three years, if they are Income Tax payee he/she has to furnish certified details of his/her monthly income along with source of income.

(xvi) The details of PAN Card have to be furnished in respect of office bearers of the party.

(xvii) Affidavits from the office bearers of the main organs of the applicant party showing information about their criminal antecedents have to be furnished in affidavit form. (Format enclosed at Annexure-VI).
(xviii) The applicant party must submit authenticated proof to show that the party constitution has been adopted by the General Body of the party.

(xix) The applicant party must declare in its constitution that it shall submit its audited annual financial statement to the Commission within a period of 60 days after the end of each financial year.

(xx) The applicant party must ensure in its constitution itself, vide a specific clause in the party constitution that the party will not, in any manner, promote or instigate or participate in violence.

(xxi) The applicant party must ensure in its constitution itself vide a specific clause in the party constitution that party will hold periodic (Period to be specified in constitution but at least once in 4 years) and regular election to all positions of office-bearers and organs of the party.

(xxii) The applicant party must ensure in its constitution itself vide a specific clause in the party constitution that any amendment to the constitution must be approved by the General Body of the party.

(xxiii) The party must declare in its constitution that it must contest an election conducted by the Election Commission within 5 years of its registration. *(If the Party does not contest elections continuously for 6 years, the Party shall be taken off the list of registered parties).*

4. It is advised to ensure that the application is complete in all respects as per the CHECKLIST enclosed at Annexure-II. If any requisite information has not been furnished by you or wrongly furnished with your application (as per the CHECKLIST), it may not be possible to consider the application. Therefore, it is advised that the CHECKLIST may be filled carefully and submit along with application.

5. The application along with all the required particulars/documents mentioned above must be made to the Commission within 30 days following the date of the formation of the party. Any application made after the said period will be time-barred under the provisions of Section 29A(2)(b) of the Representation of the People Act, 1951 and will not be considered.

6. Within 2 weeks of receipt of your duly completed application you will receive an acknowledgement of your application from the Election Commission guiding you on future course of action.

7. If the applicant wishes to track the status of the application, he/she is required to furnish the mobile number and/or E-mail id of the party/applicant, in the Item No.4 of the application (Annexure-I). If those details are not furnished, facility to track the process of the application will not be available.
Annexure-I

PROFORMA OF APPLICATION FOR REGISTRATION AS A
POLITICAL PARTY UNDER SECTION 29A OF THE REPRESENTATION
OF THE PEOPLE ACT, 1951.

To

The Secretary
Election Commission of India,
NirvachanSadan, Ashoka Road,
New Delhi – 110 001.

Sir,

It is requested that ___________________________ (Name of the applicant Party) may be registered as a political party under section 29A of the Representation of the People Act, 1951. The particulars required under sub-section (4) of the said Section 29A and additional particulars required under para 2 of the Registration of Political Parties (Furnishing of Additional Particulars) Order, 1992 are furnished as under:-

1. Particulars required under sub-section (4) of Section 29A of the Representation of the People Act, 1951.

(a) the Name of the Association or Body;
(b) the State in which its head office is situated;
(c) the address to which letters and other communications meant for it should be sent;
(d) the names of its President, Secretary, Treasurer and other office-bearers;
(e) the numerical strength of its members, and if there are categories of its member, the numerical strength in each category;
(f) whether it has any local units; if so, at what levels;
(g) whether it is represented by any member or members in either House of Parliament or of any State Legislature; if so, the number of such member or members;
(h) Date of formation of the Association or Body.

(a) the principles on which the Association or Body is based:

(b) the policies, aims and objects it pursues or seeks to pursue:

(c) its programme, functions and activities for the purpose of carrying out its principles, policies, aims and objects:

(d) the names of the main organs (by whatever name called) of the association or body, their functions and the names of the Chairman (by whatever name called), and other members of such organs:

(e) the relationship of the Association or Body with the electors and the popular support it enjoys, along with tangible proof, if any, of such relationship and support:

3. Duly completed CHECK LIST along with requisite documents prescribed therein is enclosed herewith.

4. (a) Mobile phone number of applicant:

(b) E-mail id of the Party/Applicant:

(If the above details are not furnished, facility to track the process of the application will not be available)

Yours faithfully,

Date:

Signature:-------------
Name:---------------
Designation:(General Secretary/Chairman
/President of the party)--------------
Seal of the party:--------- --
CHECK LIST TO BE FILED AND ATTACHED WITH APPLICATION FOR REGISTRATION OF POLITICAL PARTY UNDER SECTION 29A OF THE REPRESENTATION OF THE PEOPLE ACT, 1951.

The application should contain the following particulars/documents. Applicant must indicate against each of the items in CHECKLIST whether the item has been complied with or not. None of the items should be left. Application with incomplete CHECKLIST will be summarily rejected:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Item</th>
<th>Applicant Remarks</th>
<th>Reference page No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Has the Name of the applicant Party/Organisation been given clearly? The name should be clearly different from the name of existing parties. Also, no part of the name should have any religious, communal or cast connotation.</td>
<td>Yes/No</td>
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<tr>
<td>2.</td>
<td>Has the date of formation of the party been indicated both in figures and words? (Documents/evidence relating to formation of the party should be furnished.)</td>
<td>Yes/No</td>
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<tr>
<td>3.</td>
<td>Has the application to the Commission been made within 30 days following the date of formation of the party?</td>
<td>Yes/No</td>
<td></td>
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<td>4.</td>
<td>Has the Demand Draft of Rs.10,000/- on account of processing fee been enclosed with the application? (The Demand Draft should be in favour of Under Secretary, Election Commission of India payable at Delhi. Applications received without the processing fee alongwith the application will not be taken up for scrutiny.)</td>
<td>Yes/No</td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Have the following particulars required under Section 29A (4) of the Representation of the People Act, 1951 been provided in the application?</td>
<td>Yes/No</td>
<td></td>
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<tr>
<td></td>
<td>(a) the Name of the association or body ;</td>
<td>Yes/No</td>
<td></td>
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<td></td>
<td>(b) the State in which its head office is situated ;</td>
<td>Yes/No</td>
<td></td>
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<td></td>
<td>(c) the address to which letters and other communications meant for it should be sent ;</td>
<td>Yes/No</td>
<td></td>
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<td>(d) the names of its President, Secretary,</td>
<td>Reference</td>
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<td>Treasure and other office-bearers;</td>
<td>page No.</td>
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<tr>
<td>(e) the numerical strength of its members,</td>
<td>Yes/No</td>
<td></td>
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<tr>
<td>and if there are categories of its member, the numerical strength in each category;</td>
<td></td>
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<td>(f) whether it has any local units; is so, at what levels;</td>
<td>Yes/No</td>
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<tr>
<td>(g) whether it is represented by any member or members in either House of Parliament or of any State Legislature; if so, the number of such member or members;</td>
<td>Yes/No</td>
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</table>

6. Have the following additional particulars required under Para 2 of the Registration of Political Parties (Furnishing of Additional Particulars) Order, 1992 been provided separately with the application?

| (a) the principles on which the association or body is based; | Yes/No |
| (b) the policies, aims and objects it pursues or seeks to pursue; | Yes/No |
| (c) its program, functions and activities for the purpose of carrying out its principles, policies, aims and objects; | Yes/No |
| (d) the names of the main organs (by whatever name called) of the association or body, their functions and the names of the Chairman (by whatever name called), and other members of such organs; | Yes/No |
| (e) the relationship of the Association or Body with the electors and the popular support it enjoys, along with tangible proof, if any, of such relationship and support. | Yes/No |

*(None of the above items should be left blank even if some of the details are provided in the party constitution)*
<table>
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<th>Question</th>
<th>Yes/No</th>
<th>Reference page No.</th>
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<tr>
<td>7.</td>
<td>Has the Chief Executive of the party signed the application and the party constitution?</td>
<td></td>
<td></td>
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<tr>
<td>8.</td>
<td>Has the affidavit by President/General Secretary of the organization, duly sworn before a 1st Class Magistrate/Oath Commissioner, affirming <em>that no member of the party is a member of any other political party already registered with the Commission, and that no proclaimed absconder is a member of the party, and that all the members who have sworn affidavit as members of the party have appended their own signature/T.I. before the Notary who attested the affidavit, and that the proposed office of the party is not situated in a government building and there will be no disturbance or hardship for general public by opening office in the said premises and that there will not be any violation of law if party office runs from the said premises and in case of any disturbance to general public, the party will shift its office to some other building, been submitted?</em></td>
<td>Yes/No</td>
<td></td>
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<tr>
<td>9.</td>
<td>Has the total number of members of the party been indicated (both in figures and words)?</td>
<td>Yes/No</td>
<td></td>
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<tr>
<td>10.</td>
<td>Have the certified extracts of E. Roll or EPICs in respect of at least 100 members (including officer bearers/members/Executive Committee) been furnished? (The extract should be certified by the ERO concerned. Alternatively, photocopies of EPICs of the members duly attested by a Gazetted officer or Notary should be submitted.)</td>
<td>Yes/No</td>
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<tr>
<td>11.</td>
<td>Have individual affidavits on stamp paper of at least Rs. 2/- denomination and duly sworn before a 1st Class Magistrate/Oath Commissioner /Notary Public from the aforesaid 100 members of the organization been furnished? (In the affidavits the members should affirm that (i) he/she is a member of the applicant party (name of the party should be mentioned) (ii) he/she is a registered elector in a particular constituency (name of the Constituency to be given) and (iii) he/she is not a member of any other political party registered with the Commission or whose application for registration with the commission is pending disposal).</td>
<td>Yes/No</td>
<td></td>
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<tr>
<td>12.</td>
<td>Has a list of office bearers and members been furnished and the certified copy of electoral rolls or EPICs and individual affidavits enclosed as per the sequence of the list.</td>
<td>Yes/No</td>
<td></td>
</tr>
<tr>
<td>13.</td>
<td>Has a copy of the party constitution with all details and provisions regarding the administrative set-up and functioning of the party on democratic basis been enclosed with application? Especially check the following: - (i) Whether the constitution has been adopted by General Body and some authenticated documentary proof enclosed?</td>
<td>Yes/No</td>
<td></td>
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</table>
(ii) Whether the constitution provides for-

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<tr>
<td>(a)</td>
<td>Periodic regular election to all offices &amp; office bearers</td>
<td>Yes/No</td>
</tr>
<tr>
<td>(b)</td>
<td>Declares democracy, socialism &amp; secularism as its basic tenets.</td>
<td>Yes/No</td>
</tr>
<tr>
<td>(c)</td>
<td>Declares that party will not, in any manner, promote or instigate or participate in violence;</td>
<td>Yes/No</td>
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<tr>
<td>(d)</td>
<td>Declares that party will hold periodic (period to be specified in constitution but at least once in 5 years) elections to all positions of office bearers and organs of the party;</td>
<td>Yes/No</td>
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<tr>
<td>(e)</td>
<td>Declares that party must contest an election conducted by the Election Commission within five years of its registration and thereafter should continue to contest. (if the party does not contest elections continuously for six years the party will be taken off the list of registered parties;)</td>
<td>Yes/No</td>
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<tr>
<td>(f)</td>
<td>Declares that party must utilize the party funds for political activities and get its accounts audited during each financial year by Auditor on the panel of CAG and submit its copy to the Election Commission within a period of 6 months after the end of each financial year.</td>
<td>Yes/No</td>
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14. Has the Chief Executive of the party authenticated the party constitution on each page with his full signature and the seal of the party affixed thereon? Yes/No

15. Has the mandatory provision as in section 29A (5) of the Representation of the People Act, 1951 that 'the party shall bear true faith and allegiance to the Constitution of India as by law established, and to the principles of socialism, secularism and democracy and would uphold the sovereignty, unity and integrity of India' been provided in the text of the party constitution in these exact wordings? Yes/No

16. Have the names of all main organs (committees, councils, etc. of the party) and all office bearers of the said organs been furnished. Yes/No
<p>| | | |</p>
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<tbody>
<tr>
<td>17.</td>
<td>Have functions and powers of each organ of the party and office-bearers been given? (Even if some of the organs have not been constituted at the time of submission of the application, the party Constitution should cover all organs).</td>
<td>Yes/No</td>
</tr>
<tr>
<td>18.</td>
<td>Has it been specifically provided in the Party Constitution that only Indian Citizen who have attained the age of 18 years are eligible to be members of the party. There should be no restrictions on the membership of the party, and party membership should be open to any adult Indian Citizen.</td>
<td>Yes/No</td>
</tr>
<tr>
<td>19.</td>
<td>Have explicit and clear provisions regarding organizational elections at different levels and term of office (normally not exceeding 4 years) of various committees/office bearers been provided in the party constitution? There should be clear provisions to show that all apex level committees and representative bodies of the Party are constituted though democratic election process. Nomination of members of such bodies, if at all provided, should be restricted to a minimum scale, not exceeding 1/3rd of the strength of the Committee/BODY.</td>
<td>Yes/No</td>
</tr>
<tr>
<td>20.</td>
<td>Has clear provision been provided to the effect that election process to various offices of the party is democratic (No office should be hereditary or held permanently?)</td>
<td>Yes/No</td>
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<td></td>
<td>Dose the Party constitution also clearly show that the functioning of the party is democratic?</td>
<td>Yes/No</td>
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<td></td>
<td>Is decision making process by way of majority views of the representative bodies of appropriate level?</td>
<td>Yes/No</td>
</tr>
<tr>
<td>21.</td>
<td>Has the procedure for merger and dissolution of the party been provided in the constitution? (Such important decisions should be taken with consultation at all levels of the party. The provisions should be clear in this regard.)</td>
<td>Yes/No</td>
</tr>
<tr>
<td>22.</td>
<td>Does the party constitution have a specific clause that any amendment to the Constitution must be approved by the General Body of the party</td>
<td>Yes/No</td>
</tr>
<tr>
<td>23.</td>
<td>Has the procedure of disciplinary action against the erring members been given in the constitution?</td>
<td>Yes/No</td>
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<td>Question</td>
<td>Yes/No</td>
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<tr>
<td>24</td>
<td>Have the particulars of Bank Account and PAN, if any, in the name of the party been supplied?</td>
<td>Yes/No</td>
</tr>
<tr>
<td>25</td>
<td>Has no objection certificate from the owner of the house/premises where the party office is situated been furnished with certified copies of tangible proof of ownership of the premises such as House Tax Receipt or Registry Papers.</td>
<td>Yes/No</td>
</tr>
<tr>
<td>26</td>
<td>Has a no objection certificate from the Local Body, Municipality, Municipal Corporation etc. to the effect that there is no prohibition under the rules and regulations of the authority to set up political party office in that building/premises where the party office is situated been furnished?</td>
<td>Deleted</td>
</tr>
<tr>
<td>27</td>
<td>Has the provision for valid meetings of the various Committees, councils and other representative bodies of the party, that the quorum should be minimum of 1/3rd members of the Committee/Council/Body, been provided in the Party Constitution?</td>
<td>Yes/No</td>
</tr>
<tr>
<td>28</td>
<td>Have the separate affidavits from the office bearers of the main organs of the applicant party in respect of their assets and liabilities, been furnished?</td>
<td>Yes/No</td>
</tr>
<tr>
<td>29</td>
<td>Have the office bearers of the applicant party furnished a copy of the Income Tax Returns filed for the last three years, if they are Income Tax payees.</td>
<td>Yes/No</td>
</tr>
<tr>
<td>30</td>
<td>If they are not Income Tax payee, has he/she furnished certified details of his/her monthly income alongwith source of income</td>
<td>Yes/No</td>
</tr>
<tr>
<td>31</td>
<td>Have the details of PAN Card in respect of office bearers of the party been furnished?</td>
<td>Yes/No</td>
</tr>
<tr>
<td>32</td>
<td>Have the affidavits from the office bearers of the main organs of the party showing information about their criminal antecedents been furnished in affidavit form?</td>
<td>Yes/No</td>
</tr>
</tbody>
</table>

N.B. [Applications containing all particulars/documents as per the CHECK LIST, will be processed and the applicant called for a personal hearing within a reasonable period of 2 to 3 months from the date of receipt of complete application. In case no reply/response is received from the Commission till that period, the applicant is advised to contact the Commission’s Secretariat.]
Specimen of Affidavit to be signed by the President or General
Secretary of the party to be sworn before a 1st Class Magistrate/Oath
Commissioner/Notary Public.

I __________________________ (Deponent) Son/Daughter of Shri __________________________
resident of __________________________________ do hereby solemnly
affirm and state as follows:-

1. That I am President/General Secretary of the __________________________
(Please mention the Name of the applicant party).

2. that no member of the party is a member of any other political party registered
with the Election Commission of India.

3. that no proclaimed absconder is a member of the party

4. that all the members who have sworn affidavit as members of the party have appended their
own signature/T.I. before the Notary who attested the affidavit.

5. that the proposed office of the party is not situated in a government building and there will be
no disturbance or hardship for general public by opening office in the said premises.

6. that there will not be any violation of law if party office runs from the said premises and in
case of any disturbance to general public, the party will shift its office to some other building.

7. I declare that the above facts are true and correct to the best of my knowledge
and belief.

(Deponent)
Annexure-IV

Specimen of Individual Affidavit in r/o at least 100 members (including all office bearers) of the party to be sworn before a 1st Class Magistrate/Oath Commissioner/Notary Public.

I ______________________ (Deponent) Son/Daughter of Shri ______________________

resident of ________________________ do hereby solemnly

affirm and state as follows:-

1. that I am a member of the ______________________ (Please mention the Name of the applicant party).

2. that I am a registered elector in ______________________ Assembly Constituency (Please give the Sl. No. and Name of the Assembly Constituency)

3. that I am not a member of any other political party registered with the Election Commission of India.

4. I declare that the above facts are true and correct to the best of my knowledge and belief.

(Deponent)
(ANNEXURE-V)

Registration of political party under Section 29A of the Representation of People Act, 1951

(Affidavit to be furnished by the office bearers (President, Vice-President, General Secretary, Treasurer) of the applicant party regarding assets and liabilities to be sworn before a 1st Class Magistrate/Oath Commissioner/Notary Public.)

I, ____________________________, son/daughter/wife of ____________________________, aged ______ years, resident of ____________________________, holding the office of ____________________________ (mention the name of office) of the ___________________________________________________________ (mention the name of the political party), do hereby solemnly affirm and state on oath as under:-

(Strike out whichever not applicable)

(2) That the details of the assets (immovable, movable, bank balance, etc.) of myself, my spouse and dependents* are given below:-

A. Details of movable assets. (Value)

(Assets in joint name indicating the extent of joint ownership will also have to be given)

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Description</th>
<th>Self</th>
<th>Spouse(s) Name(s):</th>
<th>Dependent-1 Name:</th>
<th>Dependent-2 Name:</th>
<th>Dependent-3, Etc. Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i)</td>
<td>Cash</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(ii)</td>
<td>Deposits in Banks, Financial Institutions and Non-Banking Financial Companies</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(iii)</td>
<td>Bonds, Debentures and Shares in companies</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(iv)</td>
<td>Other Financial instruments NSS, Postal Savings, LIC, Policies, etc.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(v)</td>
<td>Motor Vehicles (details of make, etc.)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

16
| (vi) | Jewellery  
(give details of  
weight and  
value) |
|------|----------------------------------|
| (vii) | Other assets,  
such as values  
of claims /  
interests |

*Note: Value of Bonds / Shares / Debentures as per the latest market value in Stock Exchange in respect of listed companies and as per books in the case of non listed companies should be given.

*Dependent here means a person substantially dependents on the income of the candidate.

### B. Details of Immovable assets

[Note: Properties in joint ownership indicating the extent of joint ownership will also have to be indicated]

<table>
<thead>
<tr>
<th>S. No</th>
<th>Description</th>
<th>Self</th>
<th>Spouse(s) Name(s)</th>
<th>Dependent 1 Name:</th>
<th>Dependent 2 Name:</th>
<th>Dependent 3, Etc. Name:</th>
</tr>
</thead>
</table>
| (i)   | Agricultural Land  
  - Location(s)  
  - Survey number(s)  
  - Extent (Total measurement)  
  - current market value |
| (ii)  | Non-Agricultural Land  
  - Location(s)  
  - Survey number(s)  
  - Extent (Total measurement)  
  - current market value |
| (iii) | Buildings (commercial and residential)  
  - Location(s)  
  - Survey / door number(s)  
  - Extent (Total measurement)  
  - current market value |
| (iv)  | Houses / Apartments, etc. |
3) I give herein below the details of my liabilities / over dues to public financial institutions and government dues :-

[Note : Please give separate details for each item]

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Description</th>
<th>Name and address of Bank / Financial Institution(s) / Department(s)</th>
<th>Amount outstanding as on ....................</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a) (i)</td>
<td>Loans from Banks</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(ii)</td>
<td>Loans from financial institutions</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(iii)</td>
<td>Government dues:-</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(a) dues to departments dealing with government accommodation</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(b) dues to departments dealing with supply of water</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(c) dues to departments dealing with supply of electricity</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(d) dues to departments dealing with telephones</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
(e) dues to departments dealing with government transport (including aircrafts and helicopters)

(f) other dues, if any

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Description</th>
<th>Name and address of Bank / Financial Institution(s) / Department(s)</th>
<th>Amount outstanding as on ..........................</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(b) (i) PAN number</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(ii) Income Tax Return for last assessment year</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(iii) Wealth Tax Return for last assessment year</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(iv) Sales Tax Return for last financial year [Only in case of proprietary business]</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(v) Property Tax for last financial year</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**VERIFICATION**

I, the deponent above named, do hereby verify and declare that the contents of this affidavit are true and correct to the best of my knowledge and belief; no part of it is false and nothing material has been concealed therefrom.

Verified at ___________ this the ________ day of ________, 20__.  

DEPONENT
Registration of political party under Section 29A of the Representation of the People Act, 1951

(Affidavit to be furnished by the office bearers (President, Vice-President, General Secretary, Treasurer) of the applicant party regarding criminal background to be sworn before a 1st Class Magistrate/Oath Commissioner/Notary Public.)

I, .................................................., son/daughter/wife of ..........................................................,
aged ................... years, resident of ..........................................................,
holding the office of .......................................................... (mention the name of office) of the
.........................................................., (mention the name of the political party), do hereby solemnly affirm and state on oath as under:-
(Strike out whichever not applicable)

(1) I have not been convicted by any court of law for any offence

OR

I have been convicted in the following cases as per details below:-

(i) Case/First information report No./Nos. ...........................................
(ii) Court(s) which passed the order of conviction....................................
(iii) Police station(s) .....................District (s) ..................State(s) ...........
(iv) Section(s) of the concerned Act(s) and short description of the offence(s)
    for which the candidate has ever been charged ....................................
(v) Date(s) on which the sentence (s) was/were pronounced ......................
(vi) Whether the sentence(s) has/have been stayed by any court(s) of
    competent jurisdiction ........................................................................

(2) No case is pending against me before any court of law:-

OR

The following case(s) is/are pending against me in which cognizance has been taken by the court, as per details below:-

(i) Section of the Act and description of the offence for which cognizance
    taken:
(ii) The Court which has taken cognizance:
(iii) Case No.:
(iv) Date of order of the Court taking cognizance:
(v) Details of appeal(s) / application(s) for revision, etc., if any, filed against
    above order taking cognizance:

DEPONENT
VERIFICATION

I, the deponent above named, do hereby verify and declare that the contents of this affidavit are true and correct to the best of my knowledge and belief; no part of it is false and nothing material has been concealed therefrom.

Verified at __________ this the ________ day of ______, 200__.  

-------------------------------------------------------------

DEPONENT