

GOVERNMENT OF INDIA
MINISTRY OF LAW
(Department of Legal Affairs)
NOTIFICATION

New Delhi, the 10th November, 1960

In exercise of the powers conferred by section 28 of the Representation of the People Act, 1950 (43 of 1950), and in supersession of the Representation of the People (Preparation of Electoral Rolls) Rules, 1956, the Central Government, after consulting the Election Commission, hereby makes the following rules, namely:—

THE REGISTRATION OF ELECTORS RULES, 1960¹

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;

²[(bb) "Electronic Gazette" shall have the same meaning as assigned to it in clause (s) of sub-section (1) section 2 of the Information Technology Act, 2000 (21 of 2000) ;]

³[(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;]

²[(cc) "overseas elector" means a citizen of India referred to in section 20A and who is not less than eighteen years of age on the qualifying date;]

(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;

⁴* * * * *

(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.

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.

²[(3A) The name of every overseas elector who is entitled to be included in the roll under section 20A, shall be included in the part of the roll pertaining to the locality in which his place of residence in India as mentioned in his passport is located.]

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

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. Ins. by notifn. No. S. O. 244 (E), dated the 3rd February, 2011 (w.e.f. 10-2-2011).

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

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

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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 ¹[registration officer of the constituency], a statement in such one of the ¹[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.

²**8A. Manner of giving notice for registration of persons as overseas electors.** —On the commencement of the Representation of the People (Amendment) Act, 2010 (36 of 2010) and at such other times as the Election Commission may direct, the Chief Electoral Officer may, for the purpose of inclusion of names of overseas electors in the roll, make a public notification requesting every person entitled to be registered as an overseas elector under section 20A ³[to make an application under rule 8B] and a copy of such notification shall be forwarded to all foreign missions of the Central Government and also make such further publicity as he may consider expedient and necessary.

8B. Inclusion of names of overseas electors in the rolls. — (1) Every overseas elector, who is not otherwise disqualified for registration and is desirous of being registered in the roll for the constituency pertaining to the locality in which his place of residence in India as mentioned in his passport is located, may make an application in Form 6A to the concerned registration officer directly or send the application to him by post.

(2) The provisions of sub-rules (2), (3) and (4) of rule 13 shall *mutatis mutandis* apply for filing of claims or objections to the inclusion of name or to any particulars of an entry or for transposition of any entry from one place to another in the roll as an overseas elector.

(3) Every application in Form 6A sent by post shall be accompanied by copies of all the documents mentioned in the said Form ⁴[duly self attested].

(4) Every application in Form 6A presented in person to the registration officer shall be accompanied by photocopies of all the documents mentioned in the said Form along with originals thereof for verification by the registration officer.

(5) Where a personal hearing is necessary in respect of any claim for inclusion or objection to the inclusion of name in the roll as an overseas elector, the registration officer may, if considered necessary, designate an official in the Indian Mission in the concerned country for the purpose.]

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 ; ⁵[or in the official website of the Chief Electoral Officer of the concerned State:]

²[Provided that where such draft contains names of overseas electors, the copies of such rolls shall also be published in the Electronic Gazette ⁶[or in the official website of the Chief Electoral Officer of the concerned State].]

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

2. Ins. by Notifn. No. 244(E), dated the 3rd February, 2011 (w.e.f. 10-2-2011).

3. Ins. by corrigenda, Notifn. No. S. O. 306(E), dated the 9th February, 2011.

4. Subs. by Notifn. No. S. O. 426(E), dated the 23rd February, 2011.

5. Ins., *ibid.*

6. Ins. by Notifn. No. S. O. 426 (E), dated 23rd February, 2011.

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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

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

²**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; ³[and]

(b) signed by the person desiring his name to be included in the roll; ^{4***}

^{4*} * * * * *

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

(a) in Form 7; ³[and]

(b) preferred only by a person whose name is already included in that roll; ^{4***}

^{4*} * * * * *

(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.

⁵[(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 ^{6***} 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 18th August, 2003.

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

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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:

¹[Provided that where any claim or objection relates to registration of a person as an overseas elector, a list of such claim or objection shall be exhibited on the notice board in his office and shall also be published in the Electronic Gazette ²[or in the official website of the Chief Electoral Officer of the concerned State] in such form as the Election Commission may direct.]

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.—³[(1)] If it appears to the registration officer that owing ^{4***} to inadvertence or error during preparation, the names of any electors have been left out of the roll and that remedial

1. Ins. by Notifn. No. S. O. 244(E), dated 3rd February, 2011 (w.e.f. 10-2-2011).

2. Ins. by Notifn. No. S. O. 426 (E), dated 23rd February, 2011.

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

4. Certain words omitted, *ibid.*

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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.

¹[(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.]

²[**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, ³[21 and 21A] and to correct any clerical or printing errors or other inaccuracies subsequently discovered in the roll; ⁴***

(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 ⁵[Provided that where the roll contains the name of any overseas elector the same shall also be published in the Electronic Gazette ⁶[or in the official website of the Chief Electoral Officer of the concerned State]] ⁷[and]

⁷[(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. by Notifn. No. S. O. 244 (E), dated the 3rd February, 2011.

6. Ins. by Notifn No. S. O. 426 (E), dated the 23rd February, 2011.

7. Ins. by Notifn. No. S. O. 233(E), dated the 31st March, 1984.

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¹[(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 ²[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, ³[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.

⁴**24A. Special provision for preparation of rolls of pre-delimited constituencies.** —(1) Notwithstanding anything contained in rule 24, if the electoral roll of any constituency prior to the last delimitation is required to be prepared urgently, the Election Commission may direct that it shall be prepared—

(a) by putting together the rolls of the new delimited constituencies or relevant parts thereof corresponding to the areas as were comprised within the pre-delimited constituency; and

(b) by making appropriate alterations in the arrangement, serial numbering, headings, etc., of the roll so prepared.

(2) The roll so prepared shall be published in the manner specified in rule 22, and shall, on such publication, be the roll for pre-delimited constituency concerned.]

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. Ins. by Notifn. No. S. O. 1219 (E), dated the 15th May, 2009 (w.e.f. 15-5-2009).

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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 ^{1*} under rule 26.**—²[(I) Every appeal under section 24 shall be—

(a) in the form of a memorandum signed by the ³[appellant];

(b) accompanied by a copy of the order appealed from and ⁴[⁵a 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]

⁶[(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:]

⁷[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.]

⁸[(IA) Where the fee is deposited under clause (b) (ii) of sub-rule (I), the appellant shall enclose with the memorandum of appeal a Government treasury receipt in proof of the fee having been deposited.]

⁹[(2) For the purposes of sub-rule (I), 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 ^{10*}.**—(I) 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 ¹¹[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 (I), arrange for the issue to every elector of an identity card prepared in accordance with the provisions of this rule.

1. The words "rejecting applications" omitted by Notifn. No. S.O. 3874, dated the 15th December, 1966.

2. Subs. by Notifn. No. S.O. 2315, dated the 21st September, 1961, for sub-rule (I).

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

4. Subs. by Notifn. No. S.O. 370, dated the 25th January, 1968, for certain words.

5. Subs. by Notifn. No. S.O. 814(E), dated the 3rd September, 1987, for "a fee of one rupee".

6. Subs. by Notifn. No. S.O. 3874, dated the 15th December, 1966, for cl. (c).

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

8. Ins. by Notifn. No. S.O. 370, dated the 25th January, 1968.

9. Subs. by Notifn. No. S.O. 3874, dated the 15th December, 1966, for sub-rule (2).

10. Certain words omitted by Notifn. No. S.O. 1505, dated the 21st April, 1969.

11. 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.

¹[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 ²[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:

³[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.

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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(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 ¹[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.

²[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.]

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.

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FORM 1

(See rule 7)

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

Full name

¹[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).....

.....

.....

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

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

Place.....

Date.....

Signature.....

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.

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¹[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 the199 .

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

Date.....20²[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)

¹[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:—

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	Verified and found correct
Folio No.....	(Signature).....
Place.....	(Designation).....
Date.....	Commandant.

(For use in the Election Office)
 Statement received on the20 . .

Registered in the electoral roll for the.....Assembly Constituency (No...). Service voters' part, at S. No.....
 Date.....20²[Electoral Registration Officer].]

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.....

¹[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 ²[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.....

³[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	¹ [Father or Mother or Husband]	² [Age on 1 st January/April, 19...]
1.			
2.			
3.			
4.			
5.			
6.			
7.			
etc.			

Signature.....
Date.....

INSTRUCTIONS

1. Enter the names of all persons who have completed ²[18 years of age on or before the 1st of January/April] of this year and who are ordinarily residing in the premises.
 2. Only the names of these who are citizens of India should be entered.
 3. 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.
 4. "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.
 5. 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.
 6. In the case of every male citizen, enter in the second column the name of his father preceded by the words "son of".
 7. In the case of every female citizen, enter in the second column—
 - (i) the name of the husband preceded by the words "wife of", if she be married;
 - (ii) the name of the late husband preceded by the words "widow of", if she be a widow; and
 - (iii) the name of the ¹[Father or Mother] preceded by the words "daughter of", if she be unmarried.
 8. 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.
- ³[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"].

1. Subs. by Notifn. No. S.O. 303(E), dated the 8th May, 1993, for certain words.
 2. Subs. by Notifn. No. S. O. 409(E), dated the 6th June, 1989, for certain words.
 3. Ins., *ibid.*

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

¹[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)

¹[FORM 6
[See rules 13(1) and 26]

Application for inclusion of name in electoral roll			
To The Electoral Registration Officer, -----Assembly/Parliamentary [£] 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 st January.....#	Years :	Months :	Sex (male/female) :
Date of birth, if known :	Day :	Month :	Year :
Place of birth :	Village/Town :		
	District :	State :	
*Father's Mother's Name 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 :	<input type="text"/>
Tehsil/Taluka/Mandal/Thana :			
District :			

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

[#] 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.

Registration of Electors Rules, 1960
(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; <p style="text-align: center;">or</p> * my name may have been included in the electoral roll forconstituency inState 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): <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;"></td> <td>Electors photo identity card (if issued) number;....., date of issue.....</td> </tr> <tr> <td colspan="2" style="height: 20px;"></td> </tr> <tr> <td colspan="2" style="height: 20px;"></td> </tr> </table> Place: Date: <i>Signature or thumb impression of the applicant</i>						Electors photo identity card (if issued) number;....., date of issue.....				
	Electors photo identity card (if issued) number;....., date of issue.....									

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.

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

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)
¹[FORM 6A
[See rule 8B]

Application for inclusion of name in electoral roll by an overseas elector

To

The Electoral Registration Officer,
.....Assembly/Parliamentary
Constituency.
District

State in India.....

Space for pasting one recent passport size photograph (3.5 x 3.5CM) showing frontal view of full face within this box.

Sir,

I request that my name be included in the electoral roll for the Constituency in which my place of residence, as per the particulars furnished below in item 1(h), is located.

PART –A

Particulars in support of my claim for inclusion in the electoral roll are given below:

- (a) Name
- (b) Middle Name
- (c) Surname
- (d) Date of Birth : Day..... Month..... Year
- (e) Sex (Male/Female).....
- (f) Place of Birth –
- (i) Village/Town
- (ii) District
- (iii) State
- (g) Father's/Mother's/Husband's detail
- (i) Name
- (ii) Middle Name
- (iii) Surname
- (h) Place of Ordinary Residence in India (Full Address as given in the Passport)
- (i) House/Door number
- (ii) Street/Area/Locality/Mohalla/Road.....
- (iii) Town/Village.....
- (iv) Post Office
- (v) Pin Code
- (vi) Tahsil/Taluka/Mandal/Thana
- (vii) District
- (i) Passport Details—
- (i) Passport Number
- (ii) Place of Issue of current Indian
Passport
- (iii) Date of Issue of current Indian
Passport
- (iv) Date of expiry of current Indian
Passport

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

{Copies of the relevant pages of the passport containing the particulars mentioned at items (a) to (i) above to be enclosed ¹[duly self attested] if sent by post and produced with the original passport if presented in person before the registration officer}

- (j) Details of Visa of the Country of current residence –
- (i) Visa Number
 - (ii) Type of Visa (Single Entry/Multiple Entry/
Tourist/Work Visa, etc.).....
 - (iii) Date of issue of
Visa
 - (iv) Place of issue of
Visa
 - (v) Date of expiry of
Visa
 - (vi) Name of the Issuing Authority

{Copies of the relevant pages of the passport containing the current valid visa endorsement mentioned above to be enclosed ¹[duly self attested] if sent by post and produced with the original passport if presented in person before the registration officer}

2. Description of Absence from Place of Ordinary Residence in India –
 - (a) Reason of being absent from the place of ordinary residence in India – (i) employment/
(ii) education/ (iii) other (Give Description)
.....
 - (b) Date from which absenting from ordinary residence in India(DD/MM/YYYY)
3. Full residential address in the country outside India where currently Residing
4. Full official address in the country outside India currently residing (address of the place of employment or the education institution where studying)
5. Declaration – I hereby declare that to the best of knowledge and belief –
 - (a) All information given in this application is true.
 - (b) I am a citizen of India by birth/domicile/ naturalisation.
 - (c) I have not acquired citizenship of any other country.
 - (d) But for being absent from the place of my ordinary residence in India owing to the reason given in 2(a) above, I would have been ordinarily resident at the address given in my Indian Passport, which has been reproduced at ¹[1(h)] above.
 - (e) I undertake to immediately inform the Electoral Registration Officer through the Indian Mission in the Country of my current residence if I renounce my Indian Citizenship or if I acquire the citizenship of any other country.
 - (f) I undertake to immediately inform the Electoral Registration Officer through the Indian Mission in the country of my current residence of any change in my residential address in the country of my residence for the records of the Electoral Registration Officer. I understand that any notice sent to me at the address, which is my residential address in the country of my current residence according to the records of the Electoral Registration Officer, shall be considered as due service of notice to me under the Representation of the People Act, 1950 and the rules made thereunder, and that it is my responsibility to keep the Electoral Registration Officer informed of my latest residential address in the country of my current residence.

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

- (g) If I return to India and become ordinarily resident in India, I shall immediately inform the Electoral Registration Officer of the concerned Assembly/Parliamentary Constituency.
- (h) I have not applied for inclusion of my name in the electoral roll of any other constituency.
- (i) My name has not already been included in this or any other constituency.

Or

My name may have been included in the electoral roll of 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, or transposed, as may be appropriate.

Full address (Earlier place of ordinary residence).....

Elector photo Identity Card (if issued number)
date of issue

- (j) I have not been issued and EPIC in India/have been issued and EPIC which is enclosed with this application for cancellation.

Signature
Place
Date.....

PART – B

(For use in the office of Electoral Registration Officer)

Application received on (DD/MM/YYYY)

The application in Form 6A of Shri/Shrimati/Kumari..... has been:–

- (a) Accepted and the name has been registered in the electoral roll of
..... (constituency) at S. No..... Part No.
- (b) Rejected for the reason

Date :

[Electoral Registration Officer].

Registration of Electors Rules, 1960
(Statutory Rules and Order)
PART – C
Acknowledgment for Application
(When presented in person to the registration officer)

Receive the application in Form 6A of
Shri/Shrimati/Kumari.....
Address

Date

Signature of the Verifying Officer
Address

GUIDELINES FOR FILLING UP THE APPLICATION FORM – 6A

General Instructions

Who can file Form -6A

1. Every citizen of India staying in a foreign country, who has not acquired citizenship of a foreign country, and has completed 18 years of age as on 1st January of the year, can make an application in Form 6A for being registered in the roll for the constituency pertaining to the locality in which his place of residence in India as mentioned in the passport is located. The application in Form 6A can be presented to the registration officer concerned.

2. The applicant should have completed eighteen years of age as on 1st January of the year. For example, if the application is for inclusion of name in the electoral roll with reference to 01-01-2011 as the qualifying date, the applicant should have completed 18 years of age as on 01-01-2011.

Where to submit the application in Form-6A

3. The application should be submitted directly to the Electoral Registration Officer (ERO) of the constituency within which the place of ordinary residence of the applicant as given in the valid passport falls. The Application in Form 6A can be presented in person to the ERO or sent by post addressed to the ERO concerned.

[The particulars and postal address of the EROs of all the constituencies of India can be seen on the website of Election Commission of India (<http://eci.nic.in>)]

Documents to be attached

4. Paste one recent passport size coloured photograph with a light background (preferably white) showing the full face of the applicant.

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

5. Fill in all the columns in Form-6A. Write your name and other particulars as given in the valid Indian Passport.
6. If application is sent by post, it should be accompanied by photocopy of the relevant pages of the passport containing the photograph and all other particulars of the applicant and the page containing the valid visa endorsement. These photocopies should be ¹[duly self attested]. Application without the attested photo-copies of these documents will be liable to be summarily rejected.
7. If the application is submitted in person before the ERO, the application should be accompanied by a photocopy of the relevant pages of the passport as mentioned above. The original passport should also be produced along with the application for verification by the registration officer. The passport will be returned immediately after verification.

Voting

8. It may be noted that after your enrolment, you will be able to cast vote in election in the constituency, if you are physically present in the polling station along with your original passport on the day of poll.

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

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

Application for objecting inclusion or seeking deletion of name in electoral roll			
<p>To The Electoral Registration Officer, -----Assembly/[£] Parliamentary Constituency.</p> <p>Sir,</p> <p>@ 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:</p> <p style="text-align: center;">or</p> <p>@ I submit that the entry relating to *myself/*the person named below is required to be deleted for the reasons stated hereunder:</p>			
<p>I. @Details of person inclusion of whose name is objected to:</p> <p>@ Details of person whose entry is to be deleted:</p>	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.	Details of objector	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 Mother's Husband's Name	Name	Surname (if any)	
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 :
Tehsil/Taluka/Mandal/Thana:			
District:			

[£] 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

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.

<i>Details of action taken</i> (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 Registration Officer	(Seal of the Electoral Registration Officer)
Date:		

* 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]

Application for correction to particulars entered in electoral roll			
<p>To The Electoral Registration Officer, -----Assembly/Parliamentary[‡] constituency.</p> <p>Sir,</p> <p>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: —</p>			
I. Applicant's details	Name	Surname (if any)	
Part number of electoral roll:	Serial number in that part:		
Age as on 1 st January.....#	Years:	Months:	Sex (male/female):
Date of birth, if known:	Day:	Month:	Year:
* <u>Father's</u> <u>Mother's</u> Name 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).

[‡] 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)

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

Application for transposition of entry in electoral roll									
To The Electoral Registration Officer, -----Assembly/Parliamentary [£] 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:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;">Name</td> <td style="width: 50%; padding: 5px;">Surname (if any)</td> </tr> <tr> <td style="width: 50%; padding: 5px;">Part number of electoral roll in which his/her name is included:</td> <td style="width: 50%; padding: 5px;">His/her serial number in that part:</td> </tr> <tr> <td colspan="2" style="padding: 5px;">Elector's photo identity card (if issued) number:</td> </tr> </table>	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:		
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:									
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; padding: 5px;">*Father's Mother's Husband's</td> <td style="width: 30%; padding: 5px;">Name</td> <td style="width: 40%; padding: 5px;">Surname (if any)</td> </tr> <tr> <td style="width: 30%; padding: 5px;">Name</td> <td style="width: 30%; padding: 5px;"></td> <td style="width: 40%; padding: 5px;"></td> </tr> </table>		*Father's Mother's Husband's	Name	Surname (if any)	Name				
*Father's Mother's Husband's	Name	Surname (if any)							
Name									
II.	Particulars of present place of ordinary residence (Full address):								
House / Door number:									
Street/ Area/Locality/Mohalla/ Road:									
Town / Village:									
Post Office:			Pin Code: <input style="width: 20px;" type="text"/>						
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	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;">Name</td> <td style="width: 50%; padding: 5px;">Surname (if any)</td> </tr> <tr> <td style="width: 50%; padding: 5px;">Part number of electoral roll in which his/her name is included:</td> <td style="width: 50%; padding: 5px;">His/her serial number in that part:</td> </tr> <tr> <td colspan="2" style="padding: 5px;">Elector's photo identity card (if issued) number:</td> </tr> </table>	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:		
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: _____ Signature of Electoral _____ (Seal of the Electoral
Date: _____ Registration Officer _____ 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[£] 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 [§]	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 [§]	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 [§]	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 [§]	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 [@] :						
33. Block / Mandal (for Village) [@] :						
34. District:						

[£] in case of Union territories having no Legislative Assembly and the State of Jammu and Kashmir.

[§] Sh./Smt./Km./Dr, etc.

* Strike out the inappropriate alternative.

[@] 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.

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

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

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

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

.....Signature or thumb impression
of objector

	<p>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.</p>
--	---

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

* Strike out the inappropriate alternative.
 £ In case of Union territories having no Legislative Assembly and the State of Jammu and Kashmir.

Registration of Electors Rules, 1960
(Statutory Rules and Order)
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 [£] Constituency):				Revision identity	
1. List number [@]	2. Period of receipt of applications (covered in this list)		From date		To date	
			____/____/____		____/____/____	
3. Place of hearing [*]						
Serial number [§] of application	Date of receipt	Name of claimant	Name of Father / Mother / Husband and (Relationship) [#]	<i>Place of residence</i>	Date of hearing [*]	Time of hearing [*]
1	2	3	4	5	6(a)	6(b)
[£] In case of Union territories having no Legislative Assembly and the State of Jammu and Kashmir [@] For this revision for this designated location [*] Place, time and date of hearing as fixed by electoral registration officer [§] Running serial number is to be maintained for each revision for each designated location [#] 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)

FORM 10

[See rules 15 and 16]

List of applications for objection to inclusion of names received in Form 7

Designated location identity (where applications have been received)	Constituency (Assembly/Parliamentary [£] Constituency):				Revision identity:			
1. List number [@]	2. Period of receipt of applications (covered in this list)			From date		To date		
				____/____/____		____/____/____		
3. Place of hearing* :								
Serial number [§] of application	Date of receipt	Name (in full) of objector	Particulars of name objected to			<i>Reasons in brief for objection</i>	Date of hearing*	Time of hearing*
			Part number	Serial number	Name in full			
1	2	3	4	5	6	7	8(a)	8(b)
[£] In case of Union territories having no Legislative Assembly and the State of Jammu and Kashmir. [@] For this revision for this designated location. * Place, time and date of hearing as fixed by electoral registration officer. [§] 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 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 [£] Constituency):				Revision identity:		
1. List number [@]	2. Period of receipt of applications (covered in this list)				From date	To date	
					____/____/____	____/____/____	
3. Place of hearing*							
Serial number [§] of application	Date of receipt	Name (in full) of elector objecting	Particulars of entry objected to		<i>Nature of objection</i>	Date of hearing [*]	Time of hearing [*]
			Part number	Serial number			
1	2	3	4	5	6	7(a)	7(b)
[£] In case of Union territories having no Legislative Assembly and the State of Jammu and Kashmir. [@] For this revision for this designated location. [*] Place, time and date of hearing as fixed by electoral registration officer. [§] 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 theday 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 theday 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 theday 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.

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

FORM 14

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

¹[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(I)(b)(ii)]

¹[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(I)(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(I)(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.

¹[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 ofwhich 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)

¹[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.

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)

¹[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.

1. Subs. by Notifn. No. S. O. 814(E), dated the 3rd September, 1987, for Form 19.

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.