



# **SALES TAX BAR ASSOCIATION (REGD.)**

**Office :**

11nd Floor, Department of Trade & Taxes,  
Vyapar Bhawan, Indraprastha Estate,  
New Delhi-110002

EPABX No. : 23352310 to 14  
Extn. No. : 3666, 3667  
Tel. No. : 23355570, 23317748  
Fax No. : 23318682

Ref. No. ....

Dated 27<sup>th</sup> November, 2015.

## **NOTICE OF ANNUAL GENERAL MEETING**

The Annual General Meeting of the Association will be held on **the 23<sup>rd</sup> December, 2015 (Wednesday) at 6.00 P.M. in the Sales Tax Bar Association (Regd.), 2 Floor, Department of Trade & Taxes, Vyapar Bhawan, New Delhi-110002** to transact the following business:-

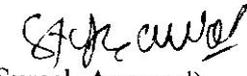
### **AGENDA**

1. To confirm the minutes of the last Annual General Meeting held on 29/12/2014
2. To consider and approve the Audited Accounts for the year ending 31/03/2015
3. To consider and adopt the report of the Secretary for the year 2014-15.
4. To appoint the statutory auditors for the financial year 2015-16.
5. Any other matter with the permission of the chair.
6. To induct the newly elected Office Bearers and Members of the Executive Committee.

  
(Suresh Agrawal)  
Secretary

### **Notes:-**

1. The Annual Election, if necessary, will be held on **23<sup>rd</sup> December, 2015 (Wednesday) between 9.00 A.M. and 3.30 P.M.** for which Notice and Election Schedule is enclosed.
2. Members are requested to clear their subscription for the year 2015-16, other arrears and dues including Library charges, DSTC charges, Benevolent Fund charges, other levies and amount payable under Appendix "B" as on 31.03.2015 otherwise he/she will not be eligible to:-
  - (A) Contest the election for any of the posts;
  - (B) Cast his/her vote at the election;
  - (C) Propose or second the candidature of any member for any posts.
3. Members are requested to stay for tea and light refreshments after the General Body Meeting.

  
(Suresh Agrawal)  
Secretary



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Dated 27<sup>th</sup> November, 2015.

## **NOTICE OF ELECTION**

Notice is hereby given that the Annual General Election of the Association shall be held on **Wednesday, the 23<sup>rd</sup> December, 2015 between 9.00 A.M. and 3.30 P.M. to elect the Office Bearers and Executive Committee for the year 2015-2016 i.e.**

**President**

**Vice President**

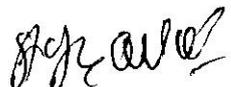
**Secretary**

**Joint Secretary-cum-Treasurer**

**Executive Committee Members 11 (Eleven)**

*The election schedule is given below:-*

1. The nomination papers will be available from the Secretary/Jt. Secretary of the Association on payment of prescribed fee from Thursday, 10<sup>th</sup> & Friday, 11<sup>th</sup> December, 2015 and Monday 14<sup>th</sup> December, 2015 between 10.00 AM and 4.00 PM from Bar office.
2. The nomination papers in prescribed form under Appendix "A" to the Rules and Regulations of the Association may be filed with the Secretary/Jt. Secretary of the Association in closed covers from Thursday, 10<sup>th</sup> & Friday, 11<sup>th</sup> December, 2015 and Monday 14<sup>th</sup> December, 2015, between 10.00 A.M. and 5.00 P.M in Bar office.
3. The closed covers containing the nomination papers will be opened by the undersigned on Monday, 14<sup>th</sup> December, 2015 at 5.15 P.M. in the office of the Association in the presence of such members who may wish to be present on the occasion.
4. Scrutiny of nomination papers by Election officer will take place on Tuesday, 15<sup>th</sup> December, 2015 at 1.00 P.M in the Premises of Bar Association.
5. Withdrawal of nomination/s will be permitted upto Thursday, 17<sup>th</sup> December, 2015 by 5.00 P.M.
6. Polling, if necessary, will take place in the office of the Bar Association, 2<sup>nd</sup> Floor, Department of Trade & Taxes, Vyapar Bhawan, New Delhi-2 on Wednesday, 23<sup>rd</sup> December, 2015 from 9.00 A.M. to 3.30 P.M.
7. Election results will be announced by the Election Officer in the Annual General Body Meeting fixed for Wednesday, 23<sup>rd</sup> December, 2015 at 6.00 P.M.

  
(Suresh Agrawal)  
Secretary



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## **FEE FOR FILING NOMINATION PAPERS AS PER APPENDIX "A" OF ELECTION REGULATIONS**

President	Rs. 5,000/-
Vice President	Rs. 4,000/-
Secretary	Rs. 3,000/-
Jt. Secretary-cum-Treasurer	Rs. 2,000/-
Member Executive Committee	Rs. 1,000/-

### **Guidelines for Election for the year 2015-16**

1. A candidate can file nomination for different posts but can contest only for one post. Failure to withdraw his/her candidature from other post/s will disqualify him/her to contest the election.
2. It will be the sole responsibility of the candidate to see that his/her nomination paper is properly filled in and duly proposed and seconded by the members (who are not in arrears). The office will not be responsible if the form is found incomplete in any respect.
3. On the date of election, outsiders and non-members will not be allowed to enter the premises of the Bar Association. There should be no campaign, distribution of slips/pamphlets, posters etc. in the Bar on the date and at the time of poll by the candidates or by agents/supporters of the candidates in order to maintain the dignity of Election.
4. No posters/handbill/stickers should be pasted inside the building of Vyapar Bhawan by the candidates or their supporters.

**Cooperation from all members of the Bar is  
Solicited for peaceful conduct of Elections.**

  
(Suresh Agrawal)  
Secretary