



SALES TAX BAR ASSOCIATION (REGD.)

Office:

2nd Floor, Department of Trade & Taxes,
Vyapar Bhawan, Indraprastha Estate,
New Delhi-110002

EPABX : 23352310 to 14
Extn. : 3666, 3667
Ph. : 23318682

Ref. No. _____

Dated _____

February 6, 2025

NOTICE OF ANNUAL GENERAL MEETING

The Annual General Meeting of the Sales Tax Bar Association (Regd.) will be held on **the 3rd March, 2025 (Monday) at 1.00 P.M. at the office of the STBA, 2nd 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 29.05.2023.
2. To Confirm the minutes of the last Emergent General Meeting held on 03.02.2025.
3. To present and adopt the report of the Secretary for the financial year 2023-2024.
4. To appoint the statutory auditor for the financial year 2024-2025.
4. Any other matter with the permission of the chair.
5. To declare Election results by the Election Officer for 2024-2026.
6. To induct the newly elected Office Bearers and Members of the Executive Committee for 2024-2026.


[SURESH AGRAWAL]
Secretary

Notes:-

1. The Annual General Elections for the period 2024-2026 will be held on **28th February, 2025 (Friday) between 10.00 A.M. to 4.00 P.M.** for which Notice and Election Schedule is enclosed.
2. Members are requested to clear their subscription dues upto the year 2024-2025, other arrears and dues including DSTC charges, Benevolent Fund charges, other levies and amount payable under Appendix "B" & "C".
3. Members are requested to stay for tea and refreshments after the Annual General Meeting.


[SURESH AGRAWAL]
Secretary



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NOTICE OF ELECTION

Notice is hereby given that the Annual General Election of the Sales Tax Bar Association (Regd.) shall be held on **Friday, the 28th February, 2025 between 10.00 A.M. to 4.00 P.M. to elect the Office Bearers and Executive Committee for the period 2024-2026 i.e.**

President

Vice President

Secretary

Joint Secretary

Treasurer (Reserved for Lady Members)

Executive Committee Members (10 Posts General)

Executive Committee Members (4 Posts Reserved for Lady Members having at least 10 years practice to their credit)

The election schedule is given below: -

1. The Officially issued nomination papers will be available from the Secretary/Jt. Secretary of the Association on payment of prescribed fee on Friday, 14th February, 2025, Monday, 17th February, 2025 & Tuesday, 18th February, 2025 from 10.00 AM to 5.00 PM in 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 on Friday, 14th February, 2025, Monday, 17th February, 2025 & Tuesday, 18th February, 2025 from 10.00 A.M. to 5.00 P.M in Bar office.
3. The closed covers containing the nomination papers will be opened by the undersigned on Tuesday, 18th February, 2025 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 the Election officer will take place on Wednesday, 19th February, 2025 at 1.00 P.M in the Premises of Bar Association.
5. Withdrawal of nomination(s) will be permitted upto Friday, 21st February, 2025 by 5.00 P.M.
6. Polling, if necessary, will take place in the office of the Bar Association, 2nd Floor, Department of Trade & Taxes, Vyapar Bhawan, New Delhi-110002 on Friday, 28th February, 2025 from 10.00 A.M. to 4.00 P.M.
7. Election results will be announced by the Election Officer in the Annual General Meeting fixed for **Monday, the 3rd March, 2025** at 1.00 P.M as per AGM Notice.


[SURESH AGRAWAL]
Secretary



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

| | |
|---------------------------------|-------------|
| For President | Rs. 5,000/- |
| For Vice President | Rs. 4,000/- |
| For Secretary | Rs. 3,000/- |
| For Jt. Secretary | Rs. 2,000/- |
| For Treasurer | Rs. 2,000/- |
| For Members Executive Committee | Rs. 1,000/- |

QUALIFICATIONS OF THE CANDIDATES

The candidates seeking to contest the election should be eligible to vote as per list of eligible voters already published by STBA. Further, the candidate seeking to contest the election:

- (i) As a Member of the Executive Committee (for General) or for the post of Joint Secretary or for the post of Treasurer (Reversed for Lady Members), should have been a member of the Association continuously for a period of not less than three years at the close of the immediately preceding financial year;
- (ii) As a Member of the Executive Committee (reserved for Lady members), should have been a member of the Association continuously for a period of not less than three years at the close of the immediately preceding financial year and also having at least 10 years practice to their credit;
- (ii) For the post of Vice-President or Secretary, should have been a member of the Association continuously for a period of not less than five years at the close of the immediately preceding financial year;
- (iii) For the post of President, should have been a member of the Association continuously for a period of not less ten years at the close of the immediately preceding financial year.





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GUIDELINES FOR ELECTION FOR THE YEAR 2024-2026

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 and duly proposed and seconded by the members (whose names are appearing in the list of eligible voters already published by STBA). 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 for the purpose of campaigning. There should be no campaign, distribution of slips/pamphlets, posters etc. in the Bar Premises or the area marked by Election Officer on the date and at the time of poll by the candidates or by agents/supporters of the candidates or Members in order to maintain the dignity of Election.
4. No posters/handbills/stickers should be pasted inside the building of Vyapar Bhawan by the candidates, their supporters or members.

CODE OF CONDUCT FOR THE PURPOSES OF THE ELECTIONS

1. Neither any candidate nor his / her supporter, directly or indirectly, shall arrange, organize, sponsor or participate in any party / get together for the members during the period starting with the issue of the notification for the elections of the Association and ending with the declaration of the results of the elections.
2. No candidate and or his / her supporter shall affix, display or paste any banner, poster, handbill or any other publicity material inside or outside the Bar Premises. Any distribution of visiting cards or any other publicity material shall be prohibited on the day of polling.
3. Any violation or contravention of the election code of conduct and or any other rules & regulations notified by the Election Officer may disqualify the concerned candidate from the election.

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



[SURESH AGRAWAL]

Secretary