

FORM - 2

Claim Application for inclusion of Name

To
The Electoral Registration Officer,
..... **Gram Panchayat.**

Sir,

I request that my name be included in the electoral roll for the above Gram Panchayat.

My name (in full).....
My father's/mother's/husband's name.....
Particulars of my place of residence are:
House No.....
Street/Mohalla.....
Town/village.....
Post Office.....
Police Station/Mandal.....
District.....

I here by declare that to the best of my knowledge and belief:

- (i) that I am a citizen of India;
- (ii) that my age on the first day of January 1st / July 1st..... was years and months;
- (iii) that I am ordinarily resident at the address given above;
- (iv) that I have not applied for the inclusion of my name in the electoral roll for any other Gram Panchayat;
- (v) that my name has not been included in the electoral roll for this or any other Gram Panchayat;

that my name have been included in the electoral roll for the
Gram Panchayat in the state under the address mentioned below and, if so,
I request that the same may be excluded from the electoral roll :

Place:

Signature or Thumb Impression of Claimant.

Date:

FORM - 3

Objection to inclusion of Name

To

**The Electoral Registration Officer,
..... Gram Panchayat.**

I object to the inclusion of the name of at Serial No
..... in Gram Panchayat electoral roll for the following reason(s)
.....
.....
.....

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

My name has been included in the electoral roll for this Gram Panchayat as follows:

Name in full
Father's/Husband's/Mother's name
Serial No

Date :

Signature/Thumb Impression of Objector.
(Full Postal Address).....
.....
.....

I am and electoral included in the same electoral roll in which the name objected to appear, my serial number therein is I support this objection and countersign it.

Signature of the elector.
Name (in full).....

Note: - Any person who makes a statement or declaration which he either knows or believes to be false or does not believe to be true is punishable under provision of Andhra Pradesh Panchayat Raj Act, 1994.

FORM - 4
Objection to particulars in any Entry

To
The Electoral Registration Officer,
..... **Gram Panchayat.**

Sir,

I submit that the entry relating to myself which appears at serial No..... of the electoral roll of Gram Panchayat is not correct. It should be corrected to read as follows:

.....
.....

*Signature of thumb impression of
the Elector.*

Place:

Date:

FORM - 4A
Application for Transposition of Entry in Electoral Roll

To
The Electoral Registration Officer,
..... **Gram Panchayat.**

Sir,

I submit that the entry at Serial No..... of the electoral roll relating to (my self, namely)..... *son/wife/daughter of..... should be transposed to the roll of Gram Panchayat because * I have/ the said elector has changes *my/his/her place of ordinary residence to.....

I declare that I am an elector of this Gram Panchayat being enrolled at serial No of the roll.

Date:

Place:

*Signature of thumb impression
of Applicant.*

(Full Postal Address).....

.....

FORM 4 B
Application for deletion of Entry in Electoral Roll

To

The Electoral Registration Officer,
..... **Gram Panchayat.**

Sir,

I submit that the entry at Serial No..... of the electoral roll for the Gram Panchayat relating to Sri/Smt.....*son/wife/daughter of requires to be deleted as the said person is *dead/is no longer ordinarily resident in this Gram Panchayat is not entitled to be registered in the electoral roll for the following reasons.

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

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

I declare that I am an elector of this Gram Panchayat being enrolled at serial No of the roll.

Place:

Date:

*Signature or thumb impression
of objector.*

(Full Postal Address).....

.....

Note:- Any person who makes a statement or declaration which is false or which is false or which he either knows or believes to be false or does not believe to be true is punishable under provisions of the Andhra Pradesh Panchayat Raj Act, 1994.

I am an elector..... included in the electoral roll of the same Gram Panchayat in which the claimant has applied for inclusion. My serial No. therein is I support this claim and countersigns it.

*Signature of the Elector
(Name in full).....*

.....

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 provision of the Andhra Pradesh Panchayat Raj Act, 1994.

FORM 5
List of Claims

Date of receipt	Serial Number	Name of Claimant	Name of father/ husband/ mother	Place of resident	Date, time and Place of hearing
1	2	3	4	5	6

* To be filled only by the Registration Officer.

FORM 6
List of Objections to inclusion of Names

Date of receipt	Serial Number	Full name objector	Particulars of name objected to			Reasons in brief for objection	Date, time and place of hearing
			----- Part No.	Sl No.	Name in full		
1	2	3	4	5	6	7	8

* To be filled only by the Registration Officer.

FORM 7
List of Objections of Particulars in Entries

Date of receipt	Serial No.	Name in full of elector objecting	Part No. serial No. of Entry	Nature of Objection	Date, time and place of hearing
1	2	3	4	5	6

* To be filled only by the Registration Officer.

FORM 8
Notice of Hearing of Claim

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 as(place) atO' clock on the day of 199..... .

You are directed to be present at the hearing with such evidence as you may like to adduce.

Place:

Electoral Registration Officer.

Date:

FORM - 8
Notice of Hearing of a Claim

To

(Full Name and address of Claimant)

.....
.....

Reference claimed

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 date of 19. You are directed to be present at the hearing with such evidence as you may like to adduce.

Place :

Electoral Registration Officer.

Date :

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:

Servicing Officer.

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

(Duplicate Office Copy)

**FORM - 9
Notice of the Objector**

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

.....
.....

Reference: Objection.....

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

.....
.....

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.

[Original to be served to the objector].

FORM - 9
Notice to the Objector

To
(Full name and address of objector)

.....
.....

Reference : Objection

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

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

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.

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 the this
day of..... on (name) personally/by affixing on
residence.

Place :

Date :

Servicing Officer.

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

[Duplicate office copy]

FORM - 10

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
of the electoral roll for Gram Panchayat filled by
(Full name and address of attacher)

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.

[Original to be served on the peson objected to].

FORM - 10

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
of the electoral roll for Gram Panchayat filled by
(Full name and address of attacher)

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.

CERTIFICATE OF SERVICE OF NOTICE
Received Notice on 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 :

Servicing Officer.

N.B:- If this notice is served by post attach the receipt here.

[Duplicate office copy]

FORM 11

Notice of Hearing of an Objection to particulars in an Entry

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.

[To be served on the Objector].

(To be served on the objector)

FORM 11

Notice of Hearing of an Objection to particulars in an Entry

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.

**CERTIFICATE OF SERVICE OF NOTICE
Received Notice on 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 :

Servicing Officer.

N.B:- If this notice is served by post attach the receipt here.

FORM 12

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 Gram Panchayat has been prepared in accordance with the Andhra Pradesh Panchayat Raj Act, 1994 and 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.

Place : *Electoral Registration Officer,*
Date : *Address District Panchayat Officer,*
..... District

**G.O.Ms.No.913, Panchayat Raj, Rural Development and Relief
(Elects.-1) Dept., dt 21-12-1994**

**PERIOD OF LIMITATION FOR APPEAL BEFORE THE APPELLATE
OFFICER AGAINST THE ORDERS PASSED BY THE ELECTORAL
REGISTRATION OFFICER ORDERS - ISSUED.**

NOTIFICATION

(2) In exercise of the powers conferred by sub-section (1) and clause (i) of the sub section of Section 268 read with section 11 of the Andhra Pradesh Panchayat Raj Act, 1994 (Act No.13 of 1994), the Governor of Andhra Pradesh hereby makes the following Rules.

RULES

(1) Period of Limitation for appeals. - Save as otherwise provided in Section 11 of the Andhra Pradesh Panchayat Raj Act, 1994 or any rule made thereunder, any person affected by an original order issued by the Electoral Registration Officer in the matter relating to inclusion of a name in the Electoral Roll of a Gram Panchayat may within a period of ten (10) days from the date of such order appeal to the Appellate Officer namely, Revenue Divisional Officer/Sub-Collector/Asst. Collector in duplicate in the form appended to these rules:

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 representation to the Electoral Registration Officer viz., Mandal Revenue Officer concerned on the matter which is the subject of appeal.

(2) The appellate Officer shall dispose of the appeals within a period of five days from the date of filing of an appeal.