

By e-mail

# ELECTION COMMISSION OF INDIA

Nirvachan Sadan, Ashoka Road, New Delhi – 110001.

---

No.23/2008/ERS

Dated: 19<sup>th</sup> September, 2008.

To

The Chief Electoral Officers of  
all States/UTs.

Sub: Revision of electoral roll - submission of application for inclusion,  
deletions, correction and transposition of entries - Regarding.

Sir/Madam.

Applications for inclusion of name for the first time *and* also for inclusion of name of a person already enrolled in a constituency for inclusion of name in another constituency is made in the prescribed **FORM-6**; for seeking deletion of name included in the roll in **FORM-7**; for correction to particulars entered in the roll in **FORM-8** and for transposition of entry in any other part of the roll of the same constituency in **FORM-8A**. These Forms are to be submitted individually by the applicant concerned. In case of members of the same household these Forms are allowed to be filed by one person of the household. Applications submitted in bulk, on behalf of other persons are not to be received by the ERO and designated officers.

2. The Commission after careful consideration has decided to modify its existing instructions in this regard in order to facilitate and encourage universal registration of eligible electors in the rolls.

3. It has been decided by the Commission that during continuous updation period, i.e. after final publication of roll, a volunteer can also collect the application (in Forms 6,7,8 and 8A) and submit to the ERO/AERO of the constituency concerned. This is permissible only during the period between final publication of electoral roll in a year and next draft publication of the roll w.r.t. 1<sup>st</sup> January of the next year as the qualifying date, which is the period of continuous updation of the electoral roll.

4. This relaxation is, however, subject to the following conditions:-
- (i) Volunteers can present applications only in respect of the area covered by the Part of electoral roll in which the volunteer is enrolled as an elector.
  - (ii) The volunteer must be a registered voter of the area covered within the part having an EPIC.
  - (iii) The applications must be forwarded (during continuous updation period only) alongwith a covering letter (Format encloses) with a running list of the Forms attached with information under following heads –

Sl. No.	Name of applicant	Category (Form 6,7, 8 & 8A)	No. & Name of Assembly Constituency	Electoral Roll Part No.	Sl.No. of Entry in the Electoral Roll Part <i>(in case of FORMS 7,8 &amp; 8A only)</i>

- (iv) The volunteer submitting these Forms must also give a Declaration that he/she is aware of the penal provisions of Section 31 of the Representation of the People Act, 1950, under which the making of a statement or declaration which is false and which the person making that statement/declaration either knows or believes to be false or does not believe to be true is a penal offence and vouch for particulars like name, father's name, address and genuineness of the applicant as given in the prescribed list duly authenticated by him. The volunteer submitting the applications will also come under the ambit of Section 31 as held by the Madras High Court.
- (v) The concession to file claims and objections in bulk will apply only during the period of continuous updation. This facility will *not be available on a permanent basis* at any other time.

5. Format for submitting applications in bulk for inclusion/deletion of names and correction to particulars entered in the electoral rolls is enclosed herewith.

6. You are therefore directed to bring the above instructions of the Commission to the notice of all EROs/AEROs in your State so that they do not refuse to accept applications filed by any one other than the applicant during continuous updation provided the other conditions as laid down in para 4 above are fulfilled.

7. Action may also be taken to give wide publicity to these instructions after final publication of roll for information of general public. The intention is to allow general public to inspect the roll and file necessary application through some other genuine elector of their locality for inclusion, transposition, corrections (especially for mismatches in the photo roll) and deletion of dead and shifted electors during non-revision period. This would greatly facilitate those citizens who due to various reasons like old age, ill health, nature of duty cannot visit the ERO/AEROs office to present their applications.

Kindly acknowledge receipt.

Yours faithfully,

(Ashish Chakraborty)  
Under Secretary

**Format for submitting applications in bulk for inclusion/deletion/correction/  
transposition of names in the electoral rolls.**

To

The Electoral Registration Officer,  
\_\_\_\_\_Assembly constituency  
\_\_\_\_\_

Subject : Continuous Updation of electoral rolls – regarding

Sir,

I am submitting herewith \_\_\_\_\_(total No.) original claim applications in **Form 6/Form 7/Form 8/Form 8A**, submitted by individuals applicants ordinarily residing within the area covered by the Part No.\_\_\_\_ of the electoral roll in which I am also a registered elector at Sl. No.\_\_\_\_\_ and my EPIC NO. is \_\_\_\_\_ (photocopy attached).

The persons who have filed Form 6 according to the best of my knowledge and belief are not disqualified for registration in the electoral rolls, for inclusion in this part of the electoral roll. Similarly, the persons whose entry has been objected to in Form 7 are either dead or shifted from the address in which they are registered in the electoral roll or not qualified to be registered as an elector for the reasons specified in the application.

The applicants have mentioned the complete postal address of their place of previous residence in the space provided on the reverse of the application Form. Those already having EPIC have mentioned the EPIC number on the reverse of the application Form and also enclosed a photocopy of the same.

I am also enclosing a complete list (as per the prescribed Proforma) of the \_\_\_\_\_(total no.) applications being submitted herewith and the same is duly authenticated by me on each page.

I further submit that I am aware of the provisions of Section 31 of the Representation of the People Act, 1950, under which the making of a statement or declaration which is false and which the person making that statement/declaration either knows or believes to be false or does not believe to be true is a penal offence, and that I shall be liable for penal action for any false statement or declaration in the Forms being forwarded herewith.

Yours faithfully,

Dated :

(Name & address of the volunteer in full)

Sl. No.	Name of applicant	Category (Form 6,7, 8 & 8A)	No. & Name of Assembly Constituency	Electoral Roll Part No.	Sl.No. of Entry in the Electoral Roll Part***

Note:- \*\*\*in case of FORMS 7,8 & 8A only



**Format for submitting applications in bulk for deletion of names from the electoral rolls.**

To

The Electoral Registration Officer,  
\_\_\_\_\_Assembly constituency  
\_\_\_\_\_

Subject : Continuous Updation of electoral rolls – regarding.

Sir,

I am forwarding herewith \_\_\_\_\_(total No.) original objections in **Form 7** seeking deletion of entries from the electoral rolls in respect of persons who are either not ordinarily residents or dead or shifted from the area covered by the Part No.\_\_\_\_ of the electoral roll in which I am also a registered elector at Sl. No.\_\_\_\_ and my EPIC NO. is \_\_\_\_\_ (photocopy attached).

I am also enclosing a complete list (as per the prescribed Proforma) of the \_\_\_\_\_(total no.) objections being forwarded herewith and the same is duly authenticated by me on each page.

I further submit that I am aware of the provisions of Section 31 of the Representation of the People Act, 1950, under which the making of a statement or declaration which is false and which the person making that statement/declaration either knows or believes to be false or does not believe to be true is a penal offence, and that I shall be liable for penal action for any false statement or declaration in the Forms being forwarded herewith.

Yours faithfully,

Dated :

(Name & address of the volunteer in full)





**Format for submitting applications in bulk for correction to particulars entered in electoral roll.**

To

The Electoral Registration Officer,  
\_\_\_\_\_Assembly constituency  
\_\_\_\_\_

Subject : Continuous Updation of electoral rolls – regarding.

Sir,

I am submitting herewith \_\_\_\_\_(total No.) original applications in **Form 8** seeking correction of particulars/photo entered in the electoral roll in respect of persons who are registered in the electoral roll of Part No.\_\_\_\_ in which I am also a registered elector at Sl. No.\_\_\_\_\_ and my EPIC NO. is \_\_\_\_\_(photocopy enclosed).

I am also enclosing a complete list (as per the prescribed Proforma) of the \_\_\_\_\_(total no.) correction applications being submitted herewith and the same is duly authenticated by me on each page.

I further submit that I am aware of the provisions of Section 31 of the Representation of the People Act, 1950, under which the making of a statement or declaration which is false and which the person making that statement/declaration either knows or believes to be false or does not believe to be true is a penal offence, and that I shall be liable for penal action for any false statement or declaration in the Forms being forwarded herewith.

Yours faithfully,

Dated :

(Name & address of the volunteer in full)



