



THE INSTITUTE OF CHARTERED ACCOUNTANTS OF INDIA

(Setup by an Act of Parliament)

Kottayam SIRC

NOTICE CALLING FOR SPECIAL GENERAL MEETING OF THE BRANCH

No. KTM/EL/2022/1

Date: 05.01.2022

To,

All members of Kottayam Branch of Southern India Regional Council

Dear Member,

Sub: Notice for Special General Meeting of the members of the Branch

This is to inform you that a Special General Meeting of the members of the Kottayam Branch of the Southern India Regional Council will be held from **08:00 AM** to **06:30 PM** on 28/01/2022, (i.e., the 28th Day of January 2022) in the premises of the Branch (ICAI Bhawan, Kollad P.O, Kottayam-686004) for electing **Six** members of its Managing Committee for the term 2022-2025. The important dates relating to the above elections are as given below.

Those members, who are desirous of standing for said election may submit their nomination form duly filled in and signed by the Candidate and by the Proposer and Secunder (both of whom shall be entitled to vote in the said branch election) together with a (non-refundable) nomination fee of **Rs. 1000/-** by way of Demand Draft/Banker's Cheque drawn in favour of the "Kottayam Branch of the SIRC of the ICAI" and payable at Kottayam.

The nomination form duly filled in and signed should be submitted in a sealed cover addressed to CA. Jomon K. George Returning Officer/Polling Officer at the above address of the Branch against an acknowledgement. The blank nomination form can be had from the said Returning Officer or from the undersigned or from the branch premises effective from 06.01.2022 till 5:00 PM of 18.01.2022, i.e. the last date of receipt of nominations. The said nomination form is also available on the website of the Branch. **www. kottayam-icai.org**

IMPORTANT DATES

1.	Last Date of receipt of nominations (at least 10 days before the date of polling)	18.01.2022 at 5:00 PM
2.	Date of scrutiny of nominations (within two days from last date of nominations)	19.01.2022



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3.	Display of list of valid nominations on the Notice Board of the Branch (Date of scrutiny, i.e., date applicable for S.No. 2)	19.01.2022
4.	Last date for withdrawal of nominations (Two days from the date of display of valid list of nominations.)	22.01.2022 at 5:00 PM
5.	Display of final list of nominations (after withdrawals, if any) (within one day of last date of withdrawal)	22.01.2022
6.	Date of Election (if the nominations exceed more than the number of vacancies) (As per Schedule)	28.01.2022
7.	Declaration of Result (As per Schedule)	As per Schedule

The election, if necessary, shall be held under the Single Transferable System of Voting and results will be announced as per ICAI Guideline.

Yours faithfully

**Sd/-
CA. Prem Sebastian Antony
Secretary of the Branch**