PATTIKONDA Date : xx-xx-xxxx

From

Xxxxxxxxxxxxxxxxxxxxxx

Xxxxxxxxxxxxxxxxxxxxxx

Xxxxxxxxxxxxxxxxxxxxxx

To

The Registrar of Companies and Assurances,

Kurnool, Andhra Pradesh.

Sir,

Sub: Registration of **“SRI AYYAPPA SWAMY TEMPLE WELFARE COMMITTEE”, PATTIKONDA**. Submission of Memorandum of Rules and Regulations – Registration – Requested - Regarding.

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I am herewith enclosing a Memorandum and a copy of the Rules and Regulations of **“SRI AYYAPPA SWAMY TEMPLE WELFARE COMMITTEE”, PATTIKONDA**, for its Registration under the societies Registration Act XXI of 1860. I request that this may kindly be Registered under the above said Act, and necessary Certificate of Registration may kindly be issued to me.

The necessary fee for its Registration will be paid in-person.

Yours Faithfully,

(J CHANDRA MOHAN GOUD)  
 PRESIDENT

Encls: As stated above

**PRECEEDINGS OF THE MEETING OF “SRI AYYAPPA SWAMY TEMPLE WELFACE COMMITTEE”, IN WARD NO- 8, TERU BAZAR, PATTIKONDA, KURNOOL Dist, ANDHRA PRADESH, HELD ON XX-XX-XXXX.**

**RESOLUTION NO. I:**

Resolved to form a Committee by name “SRI AYYAPPA SWAMY TEMPLE WELFARE COMMITTEE”, PATTIKODA.

**RESOLUTION NO. II:**

Resolved to authorize SRI J Chandra Mohan Goud, as the Secretary of the Committee, to present the documents in the Office of the District Registrar of Companies and Assurances at Kurnool and to get it registered under the said Act, and to receive the necessary Certification of Registration.

**THE BODY OF THE COMMITTEE SHALL BE :**

|  |  |  |
| --- | --- | --- |
| **S.No** | **Name** | **Designation** |
| 1 |  | President |
| 2 |  | Vice-President |
| 3 |  | Secretary |
| 4 |  | Joint-Secretary |
| 5 |  | Asst. Joint-Secretary |
| 6 |  | Treasurer |
| 7 |  | Executive Member |
| 8 |  |  |
| 9 |  |  |

Station: PATTIKONDA, **PRESIDENT.**

Date: XX-XX-XXXX.

**MEMORANDUM OF ASSOCIATION OF “SRI AYYAPPA SWAMY TEMPLE WELFACE COMMITTEE”, IN WARD NO- 8, TERU BAZAR, PATTIKONDA, KURNOOL Dist, AP**

1. **NAME OF THE COMMITTEE:** “SRI AYYAPPA SWAMY TEMPLE WELFACE COMMITTEE”, PATTIKONDA.
2. **REGISTERED OFFICE:** The Registered Office of the Committee shall be situated in the Premises of SRI AYYAPPA SWAMY TEMPLE, Ward No: 8, Teru Bazar, PATTIKONDA.
3. **AIMS AND OBJECTIVES OF THE COMMITTEE:**

* To up-keep and maintain SRI AYYAPPA SWAMY TEMPLE, and the adjacent back side open place of the above Temple.
* To convert the back side open place into the Temple in long run.
* To start Religious School and to spread Religious Education among the young children and the adults and to provide all educational acilities to them.
* To make arrangements in the above open space (behind the Temple) for all the Religious purposes.
* To make special arrangements to invite Religious speakers and scholars to speak on the occasions of “**DASARA**”, “**UGADI**” and also on other occasions.
* To develop cultural activities and to promote unity among common people irrespective of Caste and Creed.
* To improve knowledge in Hindu History and to open free Elementary School, Reading Room and Library, etc.

**PRESIDENT.**

We, the following persons whose Signatures are appended here under are desirous of forming a Committee under the Act XXI of 1860.

**RULES AND REGULATIONS OF “SRI AYYAPPA SWAMY TEMPLE WELFARE COMMITTEE”, 8TH WARD, TERU BAZAR, PATTIKONDA, KURNOOL Dist, AP.**

1. **NAME OF THE COMMITTEE :** “SRI AYYAPPA SWAMY TEMPLE WELFARE

COMMITTEE”, 8TH WARD, TERU BAZAR, PATTIKONDA, KURNOOL Dist, AP.

1. **ADDRESS OF THE COMMITTEE :** “SRI AYYAPPA SWAMY TEMPLE

WELFARE COMMITTEE”, 8TH WARD, TERU BAZAR, PATTIKONDA-518380

KURNOOL Dist, AP.

1. **REGISTERED OFFICE :** The Registered Office of the Committee shall

be situated in the premises of SRI AYYAPPA SWAMY TMEPLE, Teru Bazar, Pattikonda, Kurnool Dist, AP.

1. **a)** All the Members shall be Male and Adults, Progressing Hindu failth;

**b)** All the Members shall be from 8th Ward, Teru Bazar, Pattikonda Only;

**c)** Any person who pays an Admission Fee of Rupees Five and Annual Fee of Rupees Twelve by Ordinary Number of the Committee;

**d)** Any Person who pays an Admission Fee of Rupees Five and a sum of Rs.500/- in lumpsum at any time of the Enrollment will be a Life Member;

1. **FUNDS OF THE COMMITTEE:** Funds of the Committee shall be raised for
2. Admission Fee;
3. Membership Fee;
4. Life Membership Fee;
5. **CONSTITUTION OF THE COMMITTEE:** The Committee shall consists of
6. General Body;
7. Executive Members;
8. **GENERAL BODY:**
9. All Hindus of Teru Bazar, Pattikonda shall be the members of the General Body.
10. The General Body shall meet every year in the month of UGADI and also as and when necessary.

**PRESIDENT.**

1. The General Body shall pay their subscription every year.
2. The General Body shall decide matters of Policy relating to the Aims and Objectives of the Committee.
3. Every Member shall be entitled to a Single Non-Transferable Vote.
4. The General Body shall elect the Executive Members of the Committee.
5. The Quorum for a Meeting shall be 3/5th of the Members on roll.
6. All the Meetings of the General Body shall be Presided-over by the President of the Committee.
7. The General Body shall approve the Accounts of the Committee.
8. **EXECUTIVE COMMITTEE:** It shall consist of ---
9. **1.** The President

**2.** The Vice-President

**3.** The Secretary

**4.** The Joint-Secretary

**5.** The Asst. Joint-Secretary

**6.** The Treasurer

**7.** Eight (8) Executive Members.

**b)** The above Office Bearers shall be elected by the General Body by show of Hands**.**

**c)** It shall hold Office for a period of 5 years.

**d)** The Quorum for a Meeting shall be 3/5th Members of the Executive Committee

**e)** Any resolution shall be passed by the majority of 3/5th Members Present.

**f)** It shall manage, administer the properties and funds of the Committee.

**g)** The ExecutiveCommittee shall put into effect the Aims and objects of the Memorandum of the Committee with the consent of the General Body.

**h)** It shall be competent for the Executive Committee to frame By-Laws to carry-out the purpose of the Committee.

**i)** It shall prepare the Annual Report about the working of the Committee and place the same before the General Body for scrutiny and Approval.

**j)** It shall meet at-least once in a month.

**k)** Every meeting shall be Presided by the President.

**PRESIDENT.**

1. **DUTIES OF THE OFFICE BEARERS:**

**PRESIDENT:**

1. The President shall preside-over all the meetings of the General Body as well as the Executive Committee.
2. He shall have Casting Vote in the Event of Equality.
3. He shall supervise the work of the Committee.
4. He shall have the right to call an Emergency Meeting of the General Body or the Executive Committee with 3 (Three) days notice.
5. He shall give effect to the Resolution passed by the General Body and the Executive Committee.
6. On a signed requisition from the 3/5th Members of either the General Body or the Executive Committee, the President shall advice the Secretary to convince an Emergency Meeting.
7. He shall appoint, suspend, dismiss or take any disciplinary action subject to the approval of the Committee.
8. **VICE-PRESIDENT:** In the absence of the President, the Vice-President shall perform all the duties of the President.
9. **SECRETARY:**
10. He shall be the Custodian of all the Properties, Books of Accounts, Office Records etc., belonging to Committee.
11. He shall correspond on behalf of the Committee.
12. He shall receive all payments and issue Receipts therefor.
13. All the payments received by him shall be forthwith made-over to the Treasurer.
14. He shall enlist Members of the Committee.
15. He Shall call for and arrange meetings of the General Body and the Executive Committee.
16. He shall implement the Resolutions of the General Body and the Executive Committee.
17. The Secretary shall make arrangements to get the Accounts audited every year.
18. He shall prepare the Annual Report and Budget and present before the Annual Meetings of the General Body for scrutiny and approval.
19. He shall supervise the work of the Employees along with the President.
20. He shall operate all the Bank Accounts along with Treasurer.
21. He shall bring to the notice of the President, any negligence or discretion of the Office bearers.

**PRESIDENT.**

1. **JOINT-SECRETARY:** The Joint-Secretary shall attend to the duties of the Secretary in his absence.
2. **TREASURER:**
3. The Treasurer shall be the Custodian of the Finance of the Committee.
4. He shall deposit all the funds and the amounts received in the name of the Committee.
5. He shall open an Account/Accounts in the name of the Committee in any of the Scheduled Bank, and the same shall be operated jointly by the Secretary and the Treasurer.
6. He shall not retain more than Rs.200/- (Two Hundred Only) for meeting the emergent expenditures.
7. He can advise in the Preparation of the Budget of the Committee.
8. He shall assist the President and the Secretary in the matter of Financial Administration.
9. He shall be responsible for the safe custody and also to maintain the Books of Accounts and the money in his custody.
10. **AUDIT:** The Accounts of the Committee shall be audited once in a year by the competent person Selected by Executive Committee, and such audited report shall be place before the General Body Meeting.
11. **AMENDMENT:** No amendment or alterations shall be made in the purpose of the Committee unless it is voted by 3/5th Members, present at a meeting convinced for the purpose.
12. **SUITS:** The Committee may sue or be sued in the name of the President.
13. **FUNDS:** The funds shall be spent only for the attainment of the objects of the Committee.
14. **PROPERTY:** Any Judgement for the recovery of the property shall be endorsed against the property of the Committee only.
15. **DISSOLUTION:** In the case of the Committee being dissolved the Property and Funds of the Committee that will remain after full satisfaction of the liabilities of the Committee will be transferred or paid to some other Institution with similar Aims and Objects.

**PRESIDENT.**

1. **GENERAL:**
2. The Committee shall not take part in Politics.
3. The Committee shall not take part in Agitational activities against the Government.
4. The Committee is not formed for any profit motive.

All the provisions of the Societies Registration Act 1860, not specifically mentioned in these Rules shall apply to this Committee, also Schedule;

EAST :

WEST :

NORTH :

SOUTH :

1. **QUORUM:** The Quorum, the General Body and Executive Committee meeting shall be 3/5th of the members on the Role.
2. **VOTING BY PROXY:** There will be no Voting to Proxy.
3. We, the under-signed Certify that the above is the correct copy of the Approved Rules and Regulations of “**SRI AYYAPPA SWAMY TEMPLE WELFARE COMMITTEE**”, 8th Ward, PATTIKONDA, Kurnool (Dist), AP.