

**FORM NO. IV**

{ See Rule 14(4) }

**LETTER OF INTIMATION**

Sir/Madam,

The persons whose names are listed on the voting paper sent herewith, have been duly nominated as candidates for election under clause (c) of sub-section (3) of section 3 of the Architects Act, 1972, to the Council of Architecture. Should you desire to vote at the election, I request that you will -

1.
  - a. fill up and sign the declaration paper (Form No. III);
  - b. mark your vote in the column provided for this purpose in the voting paper;
  - c. enclose the voting paper in the smaller cover and seal it up; and
  - d. enclose the smaller cover and the declaration paper in the outer envelope and return the same to me by registered post so as to reach me not later than \_\_\_\_\_ P.M. on the \_\_\_\_\_ of 20\_\_\_\_\_.
2. The voting paper will be rejected if -
  - a. the outer envelope enclosing the voting paper cover is not sent by registered post or received later than the hour fixed for the closing of the poll; or
  - b. the outer envelope contains no declaration paper outside the smaller cover; or
  - c. the voting paper is placed outside the voting paper cover; or
  - d. the declaration paper is not the one sent by the Returning Officer to the voter; or
  - e. more than one declaration paper or voting paper cover have been enclosed in one and the same outer envelope; or
  - f. the declaration is not signed by the elector; or
  - g. the voting paper is invalid.
3. A voting paper will be invalid, if -
  - i. it does not bear the Returning Officer's initials or facsimile signature; or
  - ii. a voter signs his name, or writes any word or makes any mark by which it becomes recognizable as his voting paper; or
  - iii. no vote is recorded thereon; or
  - iv. the number of votes recorded thereon exceeds the number to be filled; or
  - v. it is void for uncertainty of the vote exercised.
4. If a voter inadvertently spoils a voting paper, he can return it, not later than seven days before the date appointed for the poll, to the Returning Officer who will, if satisfied, of such inadvertence, issue to him another voting paper.
5. The scrutiny and counting of votes will begin on..... (date) at..... (hour).
6. No person shall be present at the scrutiny and counting except the Returning Officer, such other persons as he may appoint to assist him, the candidates or their duly authorised representatives.

Returning Officer