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TAXATION BAR ASSOCIATION, RAJPURA,
#B-3/1268, SITA SADAN-RAJPURA -140401 (PATIALA) PUNJAB
RULES AND REGULATIONS

1. The name of the Association is TAXATION BAR ASSOCIATION, RAJPURA
2. The jurisdiction of the Association shall be the Patiala District.
3. The Association will operate from # B-3/1268, Seeta Sadan, Rajpura Town, District Patiala (Punjab)
4. All subscribers to the Memorandum of Association will be the Founder Member of the Association.

5. **MEMBERSHIP:**

Membership of the Association will be open to all law graduates/Chartered Accountants who have posses degree in the respective field and practicing as an advocate or chartered accountant in taxation field surrounding Rajpura subject to their consent to abide by the constitution of the Association and the rules framed there under on payment of prescribed fees, which will be decided from time to time. All members of the Association will have equal rights. The association shall have absolute right to determine the admission of any person as member. It may, in its discretion, accept or reject any nomination or application for membership without assigning any reason.

The Membership will be of following categories: -

1. Life Member
Any person eligible for membership becomes a life member by paying Rs.500/- in lumsum.
2. Honorary Member
Any person who has distinguished himself in service of the Association may be requested to become an Honorary Member of the Association for a period of one year. No Subscription shall be charged from him. He shall have no voting power and shall not be eligible to hold any office.

6. **TERMINATION AND REVIVAL OF MEMBERSHIP:**

A Member shall automatically lose his membership:

1. If he does not pay the yearly subscription for three successive months from the date it falls due for payment. The Executive Committee can revive membership after he clears the arrears.
2. A member is liable to forfeit his membership for an act, which is likely to lower the image & prestige of the Association. Such cases shall be decided on merit by 2/3 majority of General Body present and voting on the recommendation of the Executive Committee after an opportunity to the member to explain his/her conduct in writing.
3. If any dispute/misunderstanding arises between the members, the matter should be brought to the notice of executive members, who there upon would convene meeting of board and would discuss and resolve the issue accordingly, after the hearing of the both parties. The decision of the board will be binding upon both parties. The erring member who willfully disobeys the decision of board, the matter will be forward to General Body meeting for appropriate action.

Hiranjiv Khurana
(President)

[Signature]
(Com. Sec / Cashier)



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4. Any member abstaining consecutively for three times without prior intimation shall be required to furnish explanation regarding his/her absence. In case his/her explanation is accepted he will continue as member or otherwise he/she can be proceeded with appropriate action as decided by general body.

7. GENERAL BODY:

The General Body of the Association shall comprise of Life Member & Honorary Member.

8. MEETING OF THE GENERAL BODY:

The General Body of the Association shall meet at least twice in a year.

1. The Budget Meeting of the General Body will be held in the month of March to transact the following business:

- a) To review the accounts.
- b) To pass the annual budget for the next financial year beginning in April.
- c) Any other item with the permission of the chair.

2. The Annual Meeting of the General Body shall be held in the month of April to transact the following business:

- a) To review & discuss the annual progress report of the Association.
- b) To review, discuss and pass the audited statement of Accounts of Association.
- c) To elect the President and the Vice President, General Secretary & Cashier every year
- d) Any other item with the permission of the chair.

3. The president may suo moto convene a special meeting of the General Body as and when considered necessary by him

4. A special meeting of the General Body may be convened at any time to consider any special business at the request of 1/4th of the total members of the Association.

9. MEETING OF THE EXECUTIVE COMMITTEE:

The Executive Committee may meet as and when required by the President but it shall meet at least once in a quarter. It shall be presided over by the President, in the absence of the President by the Vice President and in the absence of both of them; any member elected by the members present and shall decide matters by majority vote, it shall be ratified by the President.

10. NOTICE FOR THE MEETINGS:

For every meeting of the Executive Committee and that of the General Body, the General Secretary respectively shall give a written notice of 7 days to the all members stating therein the date, time and place decided by the President. However, the emergency meeting can be convened at 24 hours notice to transact an urgent business. Agenda shall be circulated for every General Body meeting along with the notice.

Chiranjiv Bhurana
President

(Gen. Sec)

Cashier



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11. QUORUM:

The quorum of the General Body shall be 1/4th of the members. The quorum for the Executive Committee shall be 3/4th of members. In case the required quorum is not present in a meeting, it shall be adjourn and may be reconvened again with same agenda and a notice to this effect shall be given to all the members. The business transacted in the adjourned meeting shall be valid even if there is no quorum. All decision will be taken by majority vote.

12. SPECIAL MEETINGS:

Special meetings of the Executive Committee may be called on the demand of 1/3 of member of the Executive Committee. No other business, except the one for which the meeting is called, shall be transacted in the special meeting. If the quorum for the special meeting is not complete, the meeting shall stand cancelled.

13. ELECTION:

1. The President, Vice President, General Secretary & Cashier of the Association shall be elected for a term of one year by consensus as far as possible. In case of election, the polling will be carried out by a secret ballot.
2. The President will nominate the office-bearers in consultation with the Vice President and consent of General Body to carry out his programme and policy during the tenure.
3. The election of the President, Vice President and Member of Executive Committee shall take place in the Annual Meeting of the General Body to be held in the month of April every year.
4. In the event of the office of the President falling vacant before the expiry of the term of the incumbent, the Vice President will assume office of the President for the rest of the term and shall carry out the programs and policies of his predecessor announced on the floor of the house.

14. DUTIES OF THE OFFICE BEARERS:

1. President

- a) The President shall conduct and supervise the affairs of the Association as its chief Executive.
- b) He shall preside over the meetings of the Executive Committee and General Body.

2. Vice President

Besides assisting the President he shall function as President of the Association in the absence of the President.

3. General Secretary

He shall on behalf of the President, duty to manage of the affairs of the Association. It shall be his duty to issue notices and maintain regular record of the meetings of the General Body/Executive Committee. He shall carry out and execute the decisions of the Executive Committee and General Body.

4. Cashier

He shall maintain the accounts of the Association and shall be responsible to get the accounts verified in the General Body Meeting.

Chiranjiv Khurana

President

Benjamin

General Secy

Cashier



15. FUNDS AND OPERATION OF BANK ACCOUNT:

The funds of the Association will be deposited in any of the scheduled bank decided upon by the Executive Committee. The bank accounts will be operated jointly by the President and any one of the following office bearers:

1. Cashier
2. General Secretary

16. AMENDMENT:

Any amendment, replacement or addition in the Constitution shall be effected only if the proposed addition or amendments is recommended by a majority of 2/3 majority of the members of the General Body present and voting in the meeting after due circulation of the proposed amendment/addition.

17. DISSOLUTION:

In the case the General Body of the Association is of the opinion that the objective of the Association can no longer be carried on it may decide to wind up the Association by a decision the 2/3 of the total members of the General Body shall in the aforesaid manner appoint a Successor Body with aims and object similar to those of the Association which shall take over its assets and liabilities.

Such other matters that have not been provided for above will be regulated by by-laws promulgated and modified by the Executive Committee from time to time.

Rajpura.
Dated:

Name	Occupation	Age	Designations	Signature
Chiranjiv Khurana	Advocate	63	President	<i>Chiranjiv Khurana</i>
Navdeep Arora	Advocate,	36	Vice President	<i>Navdeep Arora</i>
Devinder Pahuja	Advocate	37	General Secretary	<i>Devinder Pahuja</i>
Ashok Joshi	Advocate	45	Cashier	<i>Ashok Joshi</i>
Charanjit Tulani	Advocate	40	Executive Member	<i>Charanjit Tulani</i>
Sanjay Pubreja	Advocate	35	Executive Member	<i>Sanjay Pubreja</i>
Gorav Khurana	Advocate	28	Executive Member	<i>Gorav Khurana</i>
Mukesh Khandelwal	Advocate	38	Secretary Finance	<i>Mukesh Khandelwal</i>

Witness:



Chiranjiv Khurana *Devinder Pahuja* *Ashok Joshi*

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The terms of this Executive Committee will be one year from the date of registration of the Association. On expiry of the term this Executive Committee will conduct elections of the Association and hand over the administration of the Association to newly elected executive committee as per the rule and regulation.

We the several persons, whose members and address are given below having associated ourselves for the purpose prescribed in the Memorandum of Association do hereby subscribe our names and set out several and respective hands hereunto and form ourselves as extended to the state of Punjab into a Association under Act, XXI of 1860 this _____ day of _____, 2009.

Sr. No.	Name and Address
1	Chiranjiv Khurana B-3/1268 Sita Sadan Rajpura
2.	Navdeep Arora #2697, Rajpura Town
3.	Devinder Pahuja #2664, Rajpura Town
4.	Ashok Joshi 10/319, Near Janta Sr.Sec. School Rajpura
5.	Charanjit Tulani Plot No.8, Near Manav Sewa School Rajpura Town
6.	Sanjay Pubreja #1469, Rajpura Town
7.	Gorav Khurana #4213, Sham Nagar Rajpura Town
8.	Mykha Kwatra

Chiranjiv Khurana

Navdeep Arora

Devinder Pahuja

Ashok Joshi

Charanjit Tulani

Sanjay Pubreja

Gorav Khurana

Mykha Kwatra



Chiranjiv Khurana

Bunny

Ar

(Prandur)

Cons. Sec

Cons. Sec