**Application For Registration Of A Trade Union**

Date……..

To

The Registrar of Trade Unions

(Brief Address)

1. We hereby apply for registering a trade union under name of.............

2. The address of head office of the union being................

3. The union was created on the ............ day of.................and has on its roll on the date of this application ......... members.

4. The union being a union of employees/workers working in the ........industry (or profession).

5. The list of officers as required by s. 5(1)(c) of the Indian Trade Unions Act 1926, are appended Schedule I.

6. The Rules of Trade Union are given in Schedule II, for matters given in s. 6 of the Indian Trade Unions Act 1926.

7. (To be deleted for unions not existing for one year prior date of application). The statement of Liabilities and Assets needed by s. 5 (2) of the Indian Trade Unions Act 1926, are appended in Schedule III.

8. We have been duly empowered to apply by..........

9. Declaration in Writing from officers of the trade union, giving their consent for election as such officers is given in Schedule IV.

10. The List of Members is enclose in Schedule V

|  |  |  |
| --- | --- | --- |
| Signature of Applicant | Occupation | Address |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

 Enclose Schedule I to V

**Schedule I**

List of Officers

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Title | Name | Age | Address | Occupation |
|  |  |  |  |  |

 Note: Enter in schedule, names of all members of executive including all  temporary or honorary members of union given in column 1, the names of any posts held by (i.e., President, Secretary, Treasurer, etc.) in addition to their offices as members of the executive.

**Schedule II**

Referring Rules

 The number of rules, enacting for various matters detailed in column are given in column 2 below;

|  |  |
| --- | --- |
| 1 | 2 |
| Matter | Number of rules |
| Name of Union ...............  The whole of all objects, by which the union has been set up............  All purposes by which the general funds of union shall be applied.  The maintenance of list of members............  The facilities laid for inspecting list of members by officers with members.........  The admission of ordinary members............  The admission of honorary or temporary members.........  The conditions by which members bear right to benefits assured by rules.........  The conditions by which fines/forfeitures can be changed or imposed.........  The way by which the rules shall be altered, change or rescinded............  The way by which the members of the executive and the other officers of the union shall be selected and removed The safe custody of the fund ..,,,....  The annual audit of the accounts........ ...  The facilities in inspecting account books by officers /members............  The way by which the union may be dissolved........... |  |

**Schedule III**

(This need not be filled in if union subsisted less than one year prior the date of application for registration). Statement of Liabilities and Assets on the ......... day of......... 19..........

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  | | --- | | Liabilities | | Amount of general fund | | Amount of political fund  Loans from: | | Rs. p. | |  |  | | --- | --- | | Assets | Rs .p. | | |  | | --- | | Cash — | | In hands of Treasurer .........  In hands of Secretary .........  In hands of ......................  In the ............. Bank ..........  Securities as per list below,  unpaid subscriptions due | |  | | |
| Debts due to — |  | Loans to — |  |
| Other liabilities (to be specified) — |  | Immovable property Goods and furniture Other assets (to be specified) |  |
| Loans from: |  |  |  |
| Total Liabilities |  | Total Assets |  |

List of Securities

|  |  |  |  |
| --- | --- | --- | --- |
| Particulars | Nominal value | Market value | In hands of |
| Signed   1 . |  |  |  |
| 2. |  |  |  |
| 3. |  |  |  |
| 4. |  |  |  |
| 5. |  |  |  |

**Schedule IV**

 We hereby declare having agreed to our being elected as officers of the............ {name of the trade union):

|  |  |  |
| --- | --- | --- |
|  | Signature | Designation |
| Signed; |  |  |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |
| 6 |  |  |
| 7 |  |  |
| 9 |  |  |
| 10 |  |  |
| 11 |  |  |
| 12 |  |  |
| 13 |  |  |
| 14 |  |  |
| 15 |  |  |

**SCHEDULE V**

**List of Members**