

**WEST BENGAL STATE ELECTION COMMISSION**  
**18, SAROJINI NAIDU SARANI**  
**(Rawdon Street)**  
**KOLKATA – 700 017**

**No. 3254-SEC/1M-20/2013**

**Date : 12.08.2013**

**DIRECTION**

It has come to the notice of the Commission that sometimes a large no. of vehicles carrying a good number of persons accompany some candidates at the time of filing their nominations causing serious disorder in the offices of the Municipal Returning Officers. Keeping this in view the Commission hereby directs that the maximum number of vehicles to be allowed to come within the periphery of 100 mtrs. of Municipal Returning Officer / Assistant Municipal Returning Officer's office at a time shall be restricted to two and the maximum number of persons who may be allowed to enter the office of the Municipal Returning Officer / Assistant Municipal Returning Officer's office at the time of filling nomination for a candidate shall be limited to three (including the candidate). A police officer should be posted to ensure strict adherence to this direction.

All nomination papers are required to be presented personally either by the candidate or by his proposer or anyone of his proposers and by no one else, at the office or the place fixed by the Municipal Returning Officer between 11.00 A.M. to 3.00 P.M. on any of the notified days other than a public holiday.

Some other salient points that require attention of Municipal Returning Officer/ Assistant Municipal Returning Officer are given below:

- (i) Section 41 of the West Bengal Municipal Elections Act, 1994 stipulates that every candidate at an election to the Municipality must make a security deposit of Rs.500/- (Rupees five hundred) only. A candidate belonging to a Scheduled Caste or a Scheduled Tribe community or a Woman candidate is required to make a security deposit of half of the above amount i.e. Rs.250/- (Rupees two hundred fifty) only even in a general constituency. In such cases the Scheduled Caste/Scheduled Tribe candidates shall have to satisfy the Municipal Returning Officer about his caste status by providing an attested Xerox copy of his caste certificate along with the original caste certificate for verification. No provisional Caste Certificate shall be considered at the time of filing nomination.

- (ii) One deposit is required from each candidate in respect of his / her candidature in a constituency. The candidate is not required to make any other deposit in respect of subsequent nomination papers which may be presented on his / her behalf in that constituency,
- (iii) A candidate must, however, make a separate deposit in respect of each different constituency in which he files nomination papers.
- (iv) A proposer can sign more than one nomination paper of the same candidate or of different candidatures.
- (v) The Municipal Returning Officer should note that the qualifications and disqualifications of a candidate for membership of a Municipality under Section 29A or sub-section (1) of Section 30 of the said Act shall be related to the date fixed for scrutiny of nominations. The Municipal Returning Officer should see whether disqualification subsists on the date of scrutiny.

Sd/  
O.S.D. & E.O  
Joint Secretary,  
West Bengal State Election Commission

**No. 3254/1(29)-SEC/1M-20/2013**

**Date : 12.08.2013**

Copy forwarded for information and necessary action to the : -

1. District Municipal Election Officer & District Magistrate, Cooch Behar / Jalpaiguri / Uttar Dinajpur / Dakshin Dinajpur / Nadia / North 24-Parganas / South 24-Parganas / Burdwan / Birbhum .
2. Municipal Returning Officer & Sub-Divisional Officer, Mekhliganj / Alipurduar / Islampur / Balurghat / Kalyani / Burdwan(Sadar) North / Burdwan (Sadar) / Suri (Sadar) /Barrackpore / Barasat / Diamond Harbour
3. President / Chairman / General Secretary / Secretary,

Sd/  
O.S.D. & E.O  
Joint Secretary,  
West Bengal State Election Commission