



**FACT SHEET for Newly Registered Society**

For conducting election of regular Board of Directors & Office Bearers in Multi State Cooperative Society (MSCS)

(please refer Rule 14)

(All information should be filled. If not applicable, mention as NA)



**(A) Information about MSCS**

i	Name of Society	
ii	Registration Number	
iii	Date of Registration	
iv	Complete address of registered office with district, State name & PIN	
v	Registered Email ID & registered mobile number of society (with CRCS)	
vi	Whether society has its official website? (it should be functional)	Yes <input type="checkbox"/> / No <input type="checkbox"/> if yes, mention website link
vii	Whether any Election related court matter is pending?	Yes <input type="checkbox"/> / No <input type="checkbox"/> if yes, mention case no. and year: Name of the court
viii	Area of Operation of Society	Mention Number & Name of States
ix	Nature of Business (100 word)	
x	Whether the business has been carried out, if yes- mention total turnover, if any	
xi	Any other disclosure for conducting election	
xii	Whether the general body meeting has taken place if, so what is the date.	
xiii	A copy of proceeding be provided in a separate annexure with reference to (xi) above	

All aforesaid information is mandatory

**(B) Information about Members of the Society**

xiv	Nature of members	Individual <input type="checkbox"/> / Society & Organisation <input type="checkbox"/>	
xv	Total number of Member (Attach State and District wise number as a separate annexure) As per Rule 19 (I)	Individual member	
		Society & Organisation (excluding MSCS)	
		MSCS	
		Total Number	
xvi	Whether provision of constitution of Representative General Body (RGB) provided in bye-laws of society?	Yes <input type="checkbox"/> / No <input type="checkbox"/> if yes, mention	
		Name of constituency	Number of Members
		1.	1.
		2.	2.

xvii	Whether provision of delegate election provided in the bye-laws of society (Mention relevant Bye-Law No. of the society)	Yes <input type="checkbox"/> / No <input type="checkbox"/> if yes, mention				
		Name of constituency		Number of Delegate		
		1.	1.			
		2.	2.			
xviii	Category of members  	Category	General	SC/ST	Women	Total No.
		Number of Individual				
		Number of RGB member as per Bye Laws				
		Number of Delegate as per Bye Laws				
<b>(C) Information about Board of the Society</b>						
xix	Number of elected seats in the board as per bye-laws	General -			Bye-Laws No.	
		SC/ST-			Bye-Laws No.	
		Women-			Bye-Laws No.	
		Total-				
xx	List of members of interim Board/promoters (refer Rule 14 of MSCS Rule)	Sr No	Name	Admission Number		
		1				
		2				
		3				
		..				
(D)	A short note may be given about logistics requirement for conduct of election (like Numbers of Booths, Places, Area, Use of postal ballot etc.)					

(E) List of members should be provided for record. The list should be drawn as per Rule 19 (I) i.e., "Preparation of List of Member and delegates". The List shall be having following column

Sr No.	Admission Number	Name of Member	Name of Father or Husband	Address (in case of individual member)
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Note: Details of all above information should also be provided to Returning Officer for conducting free, fair & transparent election.

Signature &  
Name of Chairman/President/Chief Promoter.

Signature &  
Name of MD/CEO  
Name of Society

Date:  
Place:

#### Rule 14. Interim board and general meeting for the first election

*"The first general meeting of the society shall be held within six months of the registration of the society by the promoter members for the election of the board of directors. The interim board selected by the applicants for the registration of a multi-state cooperative society shall hold office till the regular board is elected"*