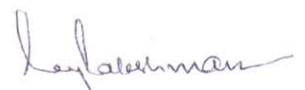


RULES AND REGULATION
(BYE-LAWS OF THE ASSOCIATION)

1. Name of the Association : **VALAYAPATTY NAGARATHAR SANGAM - CHENNAI**
2. Office of the Association : **New No.10, Raja Badar Street, Krishna Arcade, 2nd Floor, T.Nagar, Chennai – 600 017**
3. Formation Date : 16.02.2016
4. Office Hours : 10.00 AM to 1 PM-
4.00 PM To 7.00 PM
5. Jurisdiction : Chennai South

6. **AIMS AND OBJECTS:**

- i. To encourage artistic talent in younger generation by conducting periodical competitions, sports and cultural activities and presenting awards.
- ii. To promote education and social reform among the downtrodden and socially backward families.
- iii. To safeguard the interests of consumers in the supply and distribution of essential articles.
- iv. To safeguard the interests of residents in the matter pertaining to civic amenities.
- v. To acquire by purchase, lease gift or under a trust or otherwise lands and buildings, and all other property, movable and immovable, which the association may from time to time for the purpose of its activities, deem it necessary or proper to acquire.
- vi. To contribute for any charitable or social welfare or public cause and conduct or participate in any such activities.
- vii. To run a reading room, getting daily newspapers, weeklies and monthlies for the use of members
- viii. To arrange for performances such as dramas and shows for the recreation and enjoyment of the members.
- ix. To hold free arts exhibitions, music, festivals and conference etc.
- x. To afford facilities for games, indoors such a table tennis, caroms, cards, chess, etc. and out door such as badminton, tennis and volley ball etc.
- xi. To do all such other lawful acts and things as may deemed to conductive to the attainment of the above objects.



PRESIDENT

7. SUITS:-

The Association shall sue or be sued in the name of President.

8. DIRECTIONS:-

The President is empowered to give directions regarding the business/ functions of the Association.

9. MEMBERSHIP:-

The Membership of the society is open to any Person/s 18 years old and who fulfills the terms and conditions of society without discrimination of the religion, caste, color, sex but subject to the approval of the Governing Body.

10. SUBSCRIPTION:-

- a) All members shall pay annual subscription of Rs.100/-
- b) Every member applying for membership shall pay an entrance fee Rs.1000/-
- c) If any member is in arrears of the subscription for more than Two years shall automatically cease to be a member of the Association.

11. TRANSACTION OF THE ASSOCIATION:-

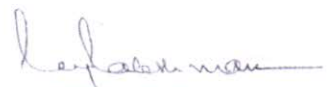
The transaction of the Association shall be carried through the office bearers of the executive committee of the Association.

12. EXECUTIVE COMMITTEE:-

- a) The administration of the Association is vested in the Executive Committee, which consist of One President, One Secretary, One Treasurer and Four Executive Committee Member (Total 7 Members).
- b) The above members shall be elected by the general body among its members at the general body meeting.
- c) The term of the member of the committee shall be Three years.
- d) The meeting of the executive committee shall be held once in a month to discuss important objects.
- e) The notice for the executive committee meeting shall be issued 7 days prior to date of meeting.

13. POWERS AND FUNCTIONS OF THE OFFICE BEARERS :-**A.PRESIDENT:-**

- a) He shall be the head of the Association.
- b) He shall preside over the meetings of the committee as well as General Body.


PRESIDENT

B. SECRETARY:-

- a) He shall carry on all correspondence on behalf of the Association.
- b) He shall issue notice of meetings and maintain the records of the minutes of all such meetings.
- c) He shall carry out the other duties, which are entrusted by the committee.
- d) The General Secretary of the Association will prepare and file the necessary records required with the Registrar of societies.

C. TREASURER:-

- a) He shall maintain account books, vouchers, receipt books and other related records.
- b) He shall issue receipts for all sums received on behalf of the Association.
- c) He shall prepare statement of the annual income/expenditure statements for approval by the committee in its meetings as and when conducted.
- d) The Treasurer of the Association is authorized to have sum not exceeding to Rs.500/- (Rupees five hundred only) as Impress Amount.

D. EXECUTIVE MEMBERS:

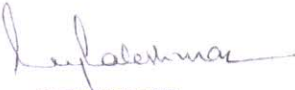
While voicing their opinions the member shall ensure the rationality behind it.

14. POWER OF EXECUTIVE COMMITTEE:-

- a) Shall carry out general policies laid down by the general body.
- b) Shall consider and recommend reports, statements of audited accounts and budget estimates of the Association for adoption and approval of the general body.
- c) Shall take decisions of all matters of importance subject to the approval of the general body.
- d) Shall frame rules not inconsistent to the bye-laws of Association for running the Association smoothly and efficiently and in a disciplined manner subject to the approval of General Body.

15. PREPARATION AND FILING OF THE RETURNS:-

1. The Society shall convene the General Body Meeting after the closing of the Financial year within six months (i.e.) within September 30th During this meeting the Societies previous financial year accounts (Assets and Liabilities) under Sub-Section 16(1) Societies yearly Income and expenditure within Rs.2,500/- these accounts of the Society shall be audited by two members of the General Body who have passed tenth standard or higher to it. If the Income and Expenditure of the Society exceeds from Rs.2,500/- and within the limit of Rs.10,000/- the audit shall be done by two graduate members who are not member of the Executive Committee but from among the members of General Body.


PRESIDENT

If the Income and Expenditure of the Society exceeds from Rs.10,000/- The Accounts of the Society shall be audited by a Chartered Accountant. The above audited accounts shall be placed before the General Body to get approval. If there are not Graduate members, the accounts should be audited only by Chartered Accountant. Afterwards the audited accounts should be filed before the Registrar within six months.

2. The Society has to give a declaration that according to the previous years functions of the Association was effectively done.
3. At the end of the financial year, the members of the Association, their names, profession and addresses in the Form - VI should be filed to the Registrar of the General Secretary.
4. During the previous financial year if there is any change in the executive committee that change should be filed with the Registrar within 3 months in the Form - VII along with the copy of the resolution.
5. The books of the society shall, at all reasonable hours to open to inspection by the Registrar or by any persons authorized by him in this behalf.
6. After the inspection of the books by Registrar, if he requires by order it is the duty of the Society or Committee Member or members of the society to give information or explanation to the Registrar.
7. It is the duty of the member or members of the society to submit the necessary books, records, accounts and other documents required by the Registrar or Enquiry Officer.
8. The Society shall have a registered office by which all communication and notices may be addressed and shall file with the Registrar the notice of situation of such office.
9. The clear name of the Association shall be placed in the entrance in Tamil.
10. The situation of the registered office of the Association or any change in the situation shall be intimated in form V format to the Registrar within 3 months.
11. It shall be the duty of the Society to file mortgage or details of any other liabilities of the Society in the form VIII and IX format to the Registrar within one month.

16. ACCOUNTS AND AUDITS:-

The financial year of the Association shall be from 1st April to 31st March of each year.

- a) The Association shall maintain the register of the accounts and other records and will be kept for inspection by the members in a free manner.
- b) The Association shall cause the books of accounts to be audited by an Auditor, appointed by the Association in the Annual General Meeting and possessing the requisite qualifications.



PRESIDENT

