

OFFICE OF THE RETURNING OFFICER
Elections Nov' 2018 - Jan' 2019)
India Islamic Cultural Centre
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INSTRUCTIONS TO VOTERS FOR **MARKING POSTAL BALLOT PAPER**

Voters residing **Outside Territory of Delhi** can vote by postal ballot paper and they will be sent with postal ballot paper at their address. Kindly read following instructions carefully before marking the ballot paper:-

1. Postal ballot paper marked for you, enclosed in the envelop that will be sent, is absolutely **non-transferable** and has to be marked by you only and none else. Needless to mention contravention of the aforesaid Rule violates election rule.
2. In case envelop is received by any person other than voter himself/herself, by family member etc., it should be handed over to the voter for further action. In case voter is not available for using the franchise or is no more alive, it should be returned to the Returning Officer in the envelop provided. Request for change of address or a copy of certificate should be attached.

How to mark ballot paper

1. You have four kinds of candidates to elect ie (i) **One** candidate as **President** (ii) **One** candidate as **Vice President** (iii) **Seven** candidates as **Members of Board of Trustees** (iv) **Four** candidates Members as **Members of Executive Council**.
2. You are required to put a **tick mark** (√) against the name of the candidate in the third column of the ballot paper.
3. You **should not mark more than specified votes** as mentioned in para (1) above. Marking votes more than the seats in each category will make the ballot **invalid for said category**.
4. After marking the ballot paper, put the ballot paper in the envelop sent to you with marking "A" and seal it. Now the sealed envelop **A** should be put in envelop "**B**", which is duly stamped.
5. Visit your nearest Post Office and send it to the R.O, IICC, New Delhi and obtain receipt from the post office. Personal delivery is not allowed.

What you are not required to do

1. You should not sign or write your name or put any kind of indication on the ballot paper that discloses your identity. Doing so will cancel the ballot paper.
2. Putting any other mark like X (cross) or putting dot is not valid procedure of marking.

Thanks.