



SSM Nagar Flat Owners Association

(Regn No: 168/2017)

Membership Registration Form

Email: ssmnagarfoa@gmail.com

Membership Category	Flat / Shop	Owner / Tenant	Date:	
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Name of Owner												
Aadhaar No												
FA Number					Block				Flat			
Landline / Mobile												
e-Mail ID												
Number of Adult		Number of Children's					Car Parking					
Date of Marriage						Ration Card			Yes / No			

Passport Size Photo
with Blue / White
Background

Volunteering	Yes / No	Religion		Language	
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##	Name	Gender M/F	Date of Birth	Blood Group	B-Donor Y / N	Contact Number	Occupation	Voter ID Y / N
1								
2								
3								
4								
5								
6								
7								
8								

Signature of Member

For Office Use Only

Request No		Received By/Date	
Verified By		Authorized By	
Membership No		Date	
Membership Fees	Cash / Cheque / NEFT	Ref. No/Date	
Bye Law Copy Issued	Yes / No	Document Scanned	Yes / No



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Enrolment of Members

1. Name of persons who are **registered owners of various apartments** comprised in the SSMNAGAR are **eligible to become a MEMBER.**
2. A member when he **sells/disposes/transfers** his flat in any manner to any other person who facilitating **transfer of membership.**

Responsibilities of members

1. An owner shall **submit** to the Association such documents (**Sale Deed First & Second page, ID Proof**) as required to **support his ownership of the flat.**
2. Every member is accountable for **abiding by the Bye-laws.**
3. An owner who is not an individual shall inform in writing the name of the juridical person to the Association.
4. If there is **any change in the postal or e-mail address** of a member of the Association, the member shall **notify to the Secretary in writing giving his new address or e-mail.** If he or she fails to do so, the addresses given in the admission form shall be deemed to be his or her address for all practical purposes and communication.

Code of Conduct

1. **Every member or his tenant shall be bound by these byelaws and resolutions passed by the General Body from time to time** and no member has any right to question the enforcement of byelaws or the general body resolutions by the Executive Committee or by any person or persons authorized by the said committee.
2. Where an **apartment is proposed to be sold, intimation should be given by the owner to the Association within 10 days from the date of execution of the sale deed.** It shall also be obligatory on his part to apprise the purchaser about the existence of the Association and its byelaws and obtain a letter from the purchaser that the letter would agree to abide by these Byelaws as amended from time to time.
3. The **purchaser shall be jointly and severally liable with the vendor for all unpaid amounts due to the Association up to the time of sale or transfer** without prejudice to the right of the purchaser to recover from the transferor the amounts paid by him. After receipt of dues from the apartment, if any, to the Association shall issue intimation to the Transferor/Transferee that the proposed transfer of ownership of the apartment has been taken on record and the purchaser would be entitled to become a member of the Association.

Entrance Fee, Subscription & Donation

1. Every member shall be required to pay a sum of **Rs.500/- (Five Hundred Only)** as enrolment fee to become a member of the society.
2. Each member shall **remit Rs.300/- (Three Hundred Only) every year** as annual subscription before the month of September.
3. **Treasurer will receive moneys viz. donations on behalf of the association.** He / She will issue duly signed receipts for such cash received by him / her.
4. **The treasurer will receive gift / articles on behalf of the Association** and will immediately hand it over to the President with necessary information to the EC.

Disputes

1. **Any members who indulges in any activity** which is detrimental to the interest of the association and commits a **breach of trust, forgery, loss to association with mollified intention is liable to be punished** and the **association has the right to take legal action** against the member guilty of offence.

Voting

1. Every member shall be entitled to a **single vote.**
2. **Vote shall be cast** in person or **through a proxy.** A member can **nominate the owner/tenant of another apartment** in the building to vote on his behalf.

Resignation by the Members:

1. Those members **who like to resign from the membership shall apply to the president** of the society **in writing.** Till the Management committee approves the resignation, it will not be considered resigned. For approving such resignation, **there must be consent by more than half of the Management committee members.**

Dismissal of Members:

1. Those **who act against the aims and the rules and regulations** of the association can be dismissed by the Management committee.
2. Those **who are entering into a criminal offence and convicted by the court of law** will be dismissed by the Management committee
3. Those **who have not paid their annual subscription continuously for the period of 3 Years** may be dismissed from the membership by the Management committee.
4. Those **who are affected for the aforesaid reason and dismissed** can make their **appeals to the General body** of the society and the decision of the General body will be final..

Date: _____

(Signature of Member)