



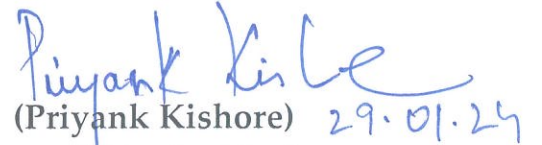
प्रशासन /Administration of
संघ प्रदेश दादरा और नगर हवेली और दमण एवं दीव /
UT of Dadra & Nagar Haveli and Daman & Diu
समाहर्तालय, पहली मंजिल, जिला सचिवालय, सिलवासा /
Collectorate, First Floor, District Secretariat, Silvassa
इमेल/ Email: collector-dnh@nic.in/ फ़ोन/ Phone: 0260 – 2642721

No. ADM/LAW/011/Appointment-Notary/2024/229 Dated: 29/01/2024

Press Notice

Advertisement notice inviting applications from the eligible persons of the UT Administration of Dadra and Nagar Haveli and Daman and Diu for appointment as notary in the Union Territory has been uploaded on the website of the UT Administration of Dadra and Nagar Haveli and Daman and Diu "<https://ddd.gov.in/>".

The Application shall be sent by RPAD/Courier/By Hand to the Collector, First Floor, District Secretariat, Silvassa so as **to reach on or before 05:00 PM on 03/02/2024.**


(Priyank Kishore) 29.01.24

Collector / District Magistrate
Dadra & Nagar Haveli

Copy to:

- 1) The Director-cum-Joint Secretary (Information and Publicity), DNH&DD, with a request to give wide publicity to the notice in two leading dailies of the UT in Dadra and Nagar Haveli as well as Daman and Diu.
- 2) The Director (IT), DNH&DD, with a request to upload the same on the official website.

APPLICATION FOR APPOINTMENT OF NOTARY PUBLIC

As per Rule 4(1) of Notaries Rules, 1956, a person may make an application (in original) for an appointment as a notary (hereinafter called "the applicant"). The application shall be sent by RPAD/Courier/By Hand so as to reach on or before 05:00 PM on 03/02/2024.

THE ADDRESS TO WHOM THE APPLICATION HAS TO BE SENT

The Collector,
Dadra & Nagar Haveli,
First Floor, District Secretariat,
Silvassa, DNH.

Form I is meant for those Advocates who have been:

- (a) Practice experience of at least for 10 years i.e. 10 years' experience from the date of the enrolment in the concerned Bar Council.
- (b) Practice experience of at least for 7 years for those belonging to Scheduled Castes/ Scheduled Tribes/ Other Backward Classes/ Women/ a person with benchmark disability as defined in clause(r) of Section-2 of the Rights of Persons with Disabilities Act, 2016 (49 of 2016) i.e. 07 years-experience from the date of the enrolment in the concerned Bar Council.

Form II is meant for those Retired Government Officers who have been:

- a) A member of the India Legal Services under the Central Government,
or
- b) He had been at least for 10 years,-
 - (i) A member of Judicial Services; or
 - (ii) Held an office under the Central Government or a State Government requiring special knowledge of law after enrolment as an Advocate; or
 - (iii) Held an office in the department of Judge Advocate General or in the legal department of the armed forces.

DOCUMENTS TO BE ATTACHED WITH THE APPLICATION FORM:

- (i) An Attested copy of Proof pertaining to date of birth, copy of Matriculation Certificate, copy of Aadhar and PAN Card.
- (ii) An Attested copy of the original Graduation Degree Certificate.
- (iii) An Attested copy of the original Law Degree Certificate.
- (iv) An Attested copy of the Original Enrolment Certificate issued by the Bar Council.
- (v) Experience certificate from the concerned District Judge or Presiding Officer of the court or Tribunal where the applicant practices as an Advocate.
- (vi) Name in the application form should be the same as that in the Enrolment Certificate issued by the Bar Council; if any Advocates want to change his/her name, generally in the case of Women after marriage he/she has to change his/her name in the Enrolment Certificate also;
- (vii) Marriage Women Advocates should attach an attested copy of the Marriage Certificate.
- (viii) Disability Certificate on the prescribed format in case of a person with benchmark disability.

Note:

- i. The Advocates whose certificate of practice as a Notary is in force, their certificate will remain in force only till the completion of the fresh recruitment process. However, they are at liberty to apply for a Fresh Appointment of Notary through this Advertisement.
- ii. The Advocates who have applied for the Notary for the first time, their application will not be processed further and they have to apply a fresh for the Notary through this Advertisement.
- iii. Advocates whose names have not been recommended by the Interview Board earlier may apply fresh.

FORM – I
[(See rule 4(2))]

PHOTOGRAPH

1.	Name of Applicant	
2.	Father's/Husband's Name	
3.	Date of Birth	
4.	Whether SC/ST/OBC/PwBD/General	
5.	Address (residence)	
	Pin	
	Telephone/Mobile	
	Fax	
	E-mail	
	Address(Official)	
	Pin	
	Aadhaar No. PAN No.	
6.	Telephone/Mobile	
	Fax	
	E-mail	
6.	Educational Qualification (Please upload self-attested scanned copies)	
7.	Enrolment number and date of the Bar Council (Please upload self-attested copy)	
8.	Practicing in	
	Civil side	
	Criminal Side	
	Taxation side	
	Revenue Courts	
9.	Whether Income-tax assessee	
10.	The application of (name of the applicant in block letters showeth	
	1. That the applicant is a person eligible for appointment as a notary under the Notaries Act, 1952, and clause (a) of rule 3 of the Notaries Rules, 1956;	
	2. That the applicant practices as an Advocate (herein state the name of the local area and name of court where he intends to practice as an Advocate)	
	3. That the number of notaries practicing in the local area is insufficient for the requirements thereof (Statement to be added stating grounds for requirement of more Notaries)	

	4. That no previous application of the memorialist has been rejected or withdrawn by him, within the proceeding six months;	

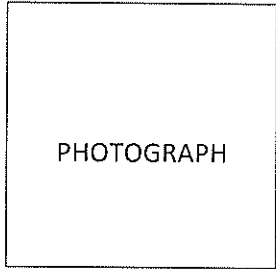
The applicant, therefore, prays that the Government be pleased to appoint and admit him as a notary under and by virtue of the Notaries Act, 1952 (53 of 1952), and clause (a) of the rule 3 of the Notaries Rules, 1956 to practice in _____ (Mention here the name of the local area where he/she intends to practice as Notary).

Dated _____ day of _____ 20

Signature of the applicant

FORM II

(See rule 4 (2))



1.	Name of the applicant	
2.	Father's / Husband's name	
3.	Date of Birth	
4.	Whether SC/ST/OBC/PwBD/General	
5.	Address (residence)	
	Pin	
	Telephone / Fax	
	E-mail	
	Address (office)	
	Pin	
	Telephone / Fax	
E-mail		
6.	Educational Qualifications	
7.	Date of joining government service	
8.	Date of retirement	
9.	Post held at the time of retirement	
10.	Area, whether the memorialist intends to practice as Notary	

Dated Day of20....

Signature of applicant