

PRINCIPAL DISTRICT & SESSIONS JUDGE, BALLARI.

Tel. No: 08392-272155

email: pdjbellary@gmail.com

No.11/2025/ADM

Dated: 17-09-2025

NOTIFICATION

Sub: - Call for applications from the eligible persons for appointment to 01 post of Notary in Ballari Revenue Taluk of Ballari District-Reg.

- Ref:-** 1) Government Order No.ಉ-ಎಲ್‌ಸಿಎಲ್/208/2025 Dated 14.08.2025 Under Secretary to the Government, Department of Law, Justice and Human Rights (Admn-1)
2) Government Order No.ಉ-ಎಲ್‌ಸಿಎಲ್/123/2023 Dated 21.07.2025.
3) The Notaries Rules, 1956.
4) Law Officers (Appointment & Service Conditions) Rules, 1977.

Applications are invited from the residents of Ballari Revenue Taluk of Ballari District for appointment of **ONE (01)** post of Notary in **Ballari Revenue Taluk.**

LAST DATE FOR SUBMISSION OF APPLICATIONS : 30-09-2025

The applicants who desire to apply for appointment to the post of Notary are requested to follow the instructions and apply in the prescribed Proforma.

P.T.O.,

I. **Qualifications for appointment as Notary.**

No person shall be eligible for appointment as a Notary unless on the date of the applications for such appointment;

- a) A person has been practicing at least for 10 years, or
 - i) A person belonging to Scheduled Castes / Scheduled Tribes and other backward classes has been practicing at least for 07 years, or
 - ii) A woman who has been practicing at least for 07 years as a legal practitioner,

(OR)

- b) He/She has been a member of Indian Legal Service under the Central Government.

(OR)

- C) He/She has been at least 10 years :

- i) A member of Judicial Service ;
- ii) held an office under the Central Govt. or a State Govt. requiring special knowledge of Law after enrollment as an advocate.
- iii) held an office in the department of Judge, Advocate General or in the department of the Armed forces.

II. **Applications for appointment as a Notary.**

- i) The memorial shall be drafted by a person referred to in clause (a) of Rule 3 of Notary Rules, 1956 in accordance with Form-I and by a person referred to in clause (b) & (c) of the said rule in accordance with Form-II (A person applying in Form-II for appointment as Notary may submit the memorial directly to the competent authority).

P.T.O.,

- : 3 : -

ii) The memorial of a person referred to in clause (a) of Rule 3 shall be signed by the applicant and shall be countersigned by the following persons:

- a) a Magistrate ;
- b) Manager of Nationalized Bank ;
- c) a Merchant ; and
- d) Two prominent inhabitants of the local area within which the applicant intends to practice as a Notary.

III. The duly filled up applications (**in Memorial Form-I**) shall be sent to the **Principal District & Sessions Judge, Ballari**, alongwith the enclosures such as copies of education qualification, proof of eligibility, date of birth, etc., so as to reach this Office before **05.00 P.M** on **30.09.2025**.

(K.G.SHANTHI)

Principal District & Sessions Judge,
Ballari.

Dis.No. 4385 /2025

To

1. The Principal Secretary to Government Law Department, Vidhana Soudha, Bengaluru vide separate covering letter for information.
2. All the Judicial Officers of Ballari Unit for **publishing in their Court Notice Boards**.
3. The Presidents of all the Bar Associations of this District with a request to affix in the Notice Board of their Bar Association.
4. Software Technician of this Court for web-hosting.
5. Office Copy.

FORM-I
(SEE RULE 4(2))
MEMORIAL

Passport
size Photo

For the Post of Notary in _____ Revenue Taluk.

1	Name of the applicant	
2	Father's / Husband's Name	
3	Date of Birth	
4	Whether SC/ST/OBC/ General	
5	Address (Residence) Pin Code No. Telephone, Fax E-mail : Address (Office) Pin Code No. Telephone, Fax, E-mail :	
6	Education qualifications (Please attach attested Photo-copies)	
7	Enrollment No. & Date (Please attach attested Photo-copies)	
8	Practicing in – Civil side Criminal side Taxation Courts Revenue Courts	
9	Whether Income Tax assessee	
10	The memorial of (Name of the applicant in block letters) showeth _____	

1. that the memorialist 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 memorialist resides in _____ (here state the name of the local area or name of the Court where he intends to practice) and will reside for upwards of _____ (State how long).
3. that the number of Notaries practicing in the local area is insufficient for the requirements there of (the grounds of the Statement should be added).
4. that no previous application of the memorialist has been rejected or withdrawn by him within the preceding six months.

The memorialist therefore, prays that the Government be pleased to appoint and admit him as Notary under and by virtue of the Notaries Act, 1952 (53 of 1952) and Clause (a) Rule 3 of the Notaries Rules, 1956 to Practice in _____ (here state the name of the local area).

Dated : _____ day of _____ 2025.

Signature of the Applicant.

Sl. No.	Name & Address of the Signatories	Profession	Name & Address of the Firm/ Organisation	Signature with Seal (Designation Seal & Office Seal)
1.				
2.				
3.				
4.				
5.				

NOTE : Under Rule 4(3) the memorial should be countersigned

by a Magistrate, a Manager of a Nationalised Bank, a Merchant and two Prominent inhabitants of the area where he intends to practice as a Notary.

(for information only)

1. Memorial should be countersigned by a Magistrate, a Manager of a Nationalised Bank, a Merchant and two Prominent inhabitants of the area where he intends to practice as a Notary (Designation Seal and Office Seal of the above Official should be affixed).
2. A Recent passport size photograph of the applicant should be affixed in the Memorial.
3. **The following Certificates/Attested copies should be enclosed with the Memorial.**
 - a) Attested copy of SSLC Book (Page showing date of birth only)/SSLC Examination Passing Certificate.
 - b) Attested copy of LL.B. Degree Certificate
 - c) Attested copy of Enrolment Certificate.
 - d) Certificate (in Original) from the Bar Association concerned showing experience of the Applicant as a Lawyer.
4. **Declaration regarding the following to be enclosed.**
 - i) Whether or not holding any appointment as a Govt. Servant.
 - ii) Whether or not holding any appointment under the Govt. Either full time or not.
 - iii) Whether or not holding appointment as a local advisor to any body corporate or local authority.
5. Don't leave any column unfilled.

**For downloading the Notification & Application Form visit
web site : <https://districts.ecourts.gov.in/ballari>**