

**FORM L**  
**ANNUAL RETURN PRESCRIBED UNDER SECTION 28 OF THE INDIAN TRADE UNIONS ACT**  
(ACT XVI OF 1926)  
See Section 28 and Regulation 21  
For the year ending 31st day of December 20.....

**PART A**

- 1 Name of Union :
- 2 Address of the Union :
- 3 Registered Head Office :
- 4 No. and date of certificate of Registration :
- \*5 Classification of Industry (to be shown as per schedule of industries attached) :
- \*6 Classification of sector (Please state to which of the following for categories the union belongs:
- a) Public Sector - Central Sphere
  - b) Public Sector - State Sphere
  - c) Private Sector - Central Sphere
  - d) Private Sector - State Sphere
7. Name of the all India body/Federation to which affiliated :
8. Affiliation No. :
- 9 Affiliation fee paid during the year :
- 10 Number and date of receipt for payment of affiliation fee :
- 11 Membership fee per month :
- \*12 No. of members of books at the beginning of the year :
- \*13 No. of members admitted during the year :
- \*14 No. of members left during the year :
- \*15 No. of members of books at the end of the year. (i.e. 31.. ..200 )
- |  |      |        |       |
|--|------|--------|-------|
|  | Male | Female | Total |
|--|------|--------|-------|
- 16 No. of members contributing to political fund :
- 17 No. of members who paid their subscription for the whole year :
- 18 A copy of the rules of the trade union corrected upto the date of despatch of this return is appended. :
- 19 Part B of the return overleaf has been duly completed. :
- Dated the .....
- Secretary

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\*If the union falls under more than one category, the membership claimed in each category may be shown separately.

**PART B****Statement of liabilities and Assets on the 31st day of December 20.....**

Liabilities	Rs.	Assets	Rs.
Amount of general Fund		Cash	
		In the hands of Treasurer	
		In the hands of Secretary	
		In the hands of	
		In the	Bank
		In the	Bank
Amount of political fund		Securities as per List below	
		Unpaid Subscriptions due for	
		*a) the year	
		*b) Previous year	
Loans from		Loans to	
		*a) Officers	
		*b) Members	
		*c) Others	
Debts due to		Immovable property	
		Goods and furniture	
Other liabilities (to be specified)		Other assets (to be specified)	
<b>Total liabilities</b>		<b>Total Assets</b>	

**LIST OF SECURITIES**

Particulars	Face Value	Cost price	Market price at the date on which accounts have been made up	In the hands of

Treasurer

GENERAL FUND ACCOUNT

INCOME	Rs	EXPENDITURE	Rs.
Balance at beginning of the year		Salaries and allowance of officers	
Subscription from members (including unpaid subscriptions due for the year)		Travelling allowance salaries, allowance and expenses of establishment	
*a) Subscription received		Auditor's fee	
*b) Subscription in arrears for three months or less		Legal expenses	
*c) Subscription in arrears for more than three month		Expenses conducting trade disputes	
Duration		Compensation paid to member for loss arising out of trade disputes	
Sale of periodicals, books Rules etc.		Funeral, of age sickness unemployment benefits etc.	
Interest on investments		Educational Social and Religious benefits	
Income from miscellaneous source (to be specified)		Cost of publishing periodicals	
		Rents, Rates and taxes	
		Stationery, printing and postage	
		Expenses incurred under Section 15 (j) of the Indian Trade Unions Act 1926 (to be specified)	
		Donation paid	
		Balance at end of year	
Total		Total	

POLITICAL FUND ACCOUNT

INCOME	RS	EXPENDITURE	Rs.
Balance at the beginning of the year		Payment made an objects specified Section 16(2) of the Indian Trade Unions Act, 1926 (to be specified)	
Contribution from..... members at..... per member		Expenses of management (to be fully specified)	
		Balance at end of year	
Total		Total	

Treasurer

AUDITORS' DECLARATION

The undersigned having had access to all the books of accounts of the .....  
 ..... and having examined the foregoing statements, and verified the same  
 with the accounts vouchers relating thereto, now sign the same as found to be correct duly vouched and  
 in accordance with the law subject to the remarks if any, appended hereto and also certify that the  
 .....had properly maintained its membership  
 registers and its accounts and the members had paid their membership subscription to the  
 .....as shown in the foregoing statement of the  
 general fund account of the Union, subject to the remarks, if any appended hereto.

Auditor

Auditor.

The following changes of officers have been made during the year officers relinquishing office. 200...

Name	Office	Date of relinquishing
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OFFICERS APPOINTED

Name	Date of birth	Private address	Personal occupation	Title of position held in Union	Date on which appointment in Col. 5 was taken up	Other officers held in addition to membership of executive with date
1	2	3	4	5	6	7

ELECTIONS

Date of last election office bearers :  
 Date of next election of Office bearers :

Secretary.