



वेस्टर्न इन्डिया फिल्म एन्ड टी व्ही प्रोड्यूसर्स एसोसिएशन
WESTERN INDIA FILM & TV PRODUCERS ASSOCIATION

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NOTICE

Notice is hereby given that the General Body Meeting for Elections of the New Executive Committee of Western India Film & TV Producers' Association (WIFPA) will be held on Saturday, 23rd August 2025 at 10.00 a.m. at Khar Education Society, M.M. Pupils School Auditorium, S.V. Road, Next to Khar Police Station, Khar West, Mumbai-400052, to transact the following business:

A G E N D A

1. Elections of new Executive Committee of WIFPA for the term of 2025-2028 (3 years) to be conducted & declared by the appointed Returning Officer/ Election Officer as per the procedure (enclosed herewith).
2. Procedures for casting, counting and declaration of number of casted Votes shall be announced by the Returning Officer/Election Officer (Voting timing 10.00a.m. to 2.00p.m. only).
3. Declaration of the final results with names of the elected members of the New Executive Committee of WIFPA shall be declared by the Returning Officer/Election Officer & the same shall be put up on the Notice Board of WIFPA Office.
4. The Convener (the outgoing Hon. Gen. Secretary) shall announce the date, time & place for holding the New Executive Committee Meeting to elect the Office Bearers.

By Order of the Executive Committee,

(DILIP DALVI)
HON. GEN. SECRETARY

Important Points:-

- i. All candidates contesting elections should be present in the meeting hall by 10.00a.m., the time when the Returning Officer/Election Officer shall announce the election process & Roll call of Candidates. Those Candidates absent at the time of Roll Call by the Election Officer, their nomination shall be cancelled and shall be considered invalid (unless specific Order is passed by Election Officer).
- ii. Election shall be conducted strictly as per constitution/Bye Laws of WIFPA.
- iii. Voting timing is from 10.00a.m. to 2.00p.m. only. After 2.00p.m. the Register to mark presence for voting shall be closed.
- iv. Break for Lunch 2.00p.m. to 3.00p.m.
- v. At 3.00p.m. the vote counting process shall start and after that the results shall be declared by the Returning Officer/Election Officer.

IMPORTANT NOTES

Procedure to File Nomination for election for the term 2025 -2028 and right to cast vote

- 1) **The entry in the General Body Meeting (GBM) for Election:** Only those members shall be allowed for the GBM for Elections who shall have their valid Identity Card. In case you have not collected your Identity Card, please collect the same at the earliest from the office. **No fresh Identity Card shall be issued on the Election Day.**
- 2) **Eligibility to attend the GBM for Election & to Vote:**
You should have completed 3 years of your membership and should have paid your yearly subscription up-to-date.
- 3) **Eligibility to Contest the Election:** In case you want to contest the Election for the term 2025-2028 for the Executive Committee of the Association, you should be the member of this Association at least for three years (3 years) of uninterrupted regular membership (i.e members enrolled before 1st August 2022 can contest the election). Please check your eligibility in the records of the Association personally before filling the nomination form.
- 4) **Date & Time for submission of filled-up Nomination forms:** The Nomination Form should be collected from WIFPA Head office and the same should be duly filled-up & must be submitted to WIFPA Head Office Mumbai, on or before **Monday, 11th August 2025 before 5.00p.m.** alongwith requisite documents & Fees.
- 5) **The scrutiny of Nomination Forms:** The Scrutiny shall be done on **Tuesday, 12th August 2025 by the Election Officer.**
- 6) **Last day/time for withdrawal of Nomination Forms:** The **Wednesday 13th August 2025 till 5.00p.m.** shall be the last date & time for withdrawals of Nomination Forms.
- 7) **Final list on WIFPA's Notice Board:** The final list shall be displayed on the Notice Board of WIFPA office on **Thursday 14th August 2025 at 2.00p.m.**
- 8) **The members on the Executive Committee:** The Executive Committee shall be constituted of Eighteen members, i.e. **twelve** members from **Prime Class** and **six** members from **Associate Class.**
- 9) **Presence of Member:** Members present in the hall, in person, shall only be entitled to vote. The Muster Roll for voting shall be kept open from 10.00a.m. onwards till 2.00p.m. only. Members coming after 2.00p.m. shall not be entitled to vote.
- 10) **Presence of the candidate:** Candidates contesting elections of the E.C. of WIFPA must be present personally in the hall on or before 10.00a.m. that is the time of announcement of election process and roll call of candidates by the Election Officer. The candidates who are absent at the time of roll call by the Election Officer, the nomination of that candidate shall be cancelled & shall be considered as invalid.
- 11) **No proxies are permitted.**

PROCEDURE FOR WIFPA E.C. ELECTION

(For All Aspirant Members)

The following procedure shall be followed for electing eighteen members (i.e. twelve members from Prime Class and six from Associate Class) on the Executive Committee of WIFPA for three years term i.e., **2025-2028.**

1. **The Nomination Form:** - Nomination Forms should be collected from WIFPA office & the Nomination Form duly filled in should reach the WIFPA Head Office on or before **Monday 11th August 2025 by 5.00p.m.** along with the non-refundable nomination fees of Rs.500/- (Rupees Five Hundred only) Plus GST and Rs.4500/- (Rupees Four Thousand Five Hundred only) towards GBM contribution.

2. **Scrutiny:** - The Nomination Forms/papers received till **5.00p.m. on Monday 11th August 2025**, shall be scrutinized on **Tuesday 12th August, 2025** by the Election Officer/Returning Officer as appointed by the Executive Committee. While rejecting any nomination form/paper, the Returning Officer shall have to give the reason for its rejection in writing and the decision of Returning Officer shall be final and irrevocable and shall also be binding on the member/members concerned.
3. **Withdrawal Date:** - The Nomination may be withdrawn by the nominee by **Wednesday 13th August 2025** on or before 5.00p.m. by giving in writing to the office, and on the same day the Returning Officer shall make the final list of contestants and the same shall be put on the Notice Board of WIFPA office on **Thursday 14th August 2025** at **2.00p.m.** duly signed by Returning Officer.
4. **Eligibility:** -
 - a) Those members who have completed Three years of uninterrupted regular membership at the time of Notice given for GBM of WIFPA are eligible to contest for election of the Executive Committee for the term 2025-2028, that is those members enrolled before **1st August 2022** who have paid their yearly subscription, uninterrupted till the date of the Notice of GBM and no amount is due from them in any form are eligible to contest election.
 - b) **Propose/Second:** - Those members who are on the roll of WIFPA's membership on or before **1st August 2022** that is who have completed 3 years of membership and have fully paid up subscription up-to-date can only propose or second the nomination of any contestant (please check the dues with the office before you nominate any contestant for the election).
 - c) Only those members who have completed 3 years of membership will be eligible to vote that is those on roll of WIFPA's membership on or before **1st August 2022** are eligible to vote.
 - d) Members can vote for their maximum 3 banners/companies only.
5. **Returning Officer:** The Returning Officer shall be appointed by the Executive Committee, who should not be the member of Executive Committee, employee of WIFPA or a contestant and under his overall supervision, the election shall be conducted by SECRET BALLOT. No PROXY vote allowed.
 - a) The decision and ruling by the Returning Officer pertaining to the elections and for electing candidate, the validity and the invalidity of the votes and the ballot papers, shall be final and shall be binding on all persons concerned and it cannot be challenged on any forum.
 - b) The Returning Officer shall have the right to declare any ballot paper invalid, can also struck off the name of any contestant from the list, if finds any contesting member violating the rules for holding free and fair elections or causing obstruction to anyone in exercising one's franchise etc. His decision shall be final and binding on all the members concerned. No canvassing shall be allowed inside the hall.
 - c) The Returning Officer shall declare the result and the Convener of the meeting shall fix time and place of the new Executive Committee meeting on the following working day, wherein the Office Bearers shall be elected, the present General Secretary shall be Convener of the new Executive Committee and the President will be the caretaker Chairman of the new Executive Committee.
 - d) Only those members who are on the rolls of the membership of WIFPA till **1st August 2022** are eligible to vote.

N.B: -

- 1) The digital voters up-to-date list of eligible members is available in the WIFPA Head Office. Those desirous are requested to contact WIFPA Head Office Mumbai for the same.
- 2) Those members who would like to contest the election for the term **2025-2028 should have completed 3 years of uninterrupted regular membership of WIFPA** are eligible to contest elections from Prime Class/Associate Class. The members contesting election for Prime Class should furnish their relevant documents i.e. Censor Certificate of Feature Film or letter from Channel for telecast of atleast 4 episodes proving themselves as bonafide members for Prime Class. Members contesting election from Associate Class should have produced Short Film, Documentary Film, Web Series, Music Album or completed shooting for 4 episodes of T.V. Serial or have produced Video Film or Telefilm proving themselves as a Bonafide members for Associate Class by furnishing any one of the relevant proof. The candidates contesting elections for Prime Class & Associate Class should pay the non-refundable amount of Rs.500/- Plus GST as nomination Fees & Rs.4500/- as contribution towards GBM expenses funds.
- 3) Please note that those candidates who do not submit their relevant documents shall not be eligible to contest the election. But those who have already submitted their documents in support of his/her bonafideness at the time of last elections shall need not furnish such documents afresh, but shall have to produce the same in original in case the Returning Officer asks for the same.
- 4) **Permanent Account Number (PAN)** is compulsory and has to be mentioned on the Nomination Form for the member/s filing his/her Nomination (Xerox copy of PAN Card to be attached with nomination papers). Those Nomination forms found without PAN, shall be treated as invalid and shall be cancelled.
- 5) Those members who want to vote and have not paid their yearly subscription should pay the same by **20th August 2025** in order to finalize the voters list. No Identity Card shall be issued after 20th August 2025.
- 6) Entry in the GBM shall be allowed to members having valid WIFPA Identity Card only.
- 7) **Non-member/s and guests shall not be allowed inside the Hall.**

For WESTERN INDIA FILM & TV PRODUCERS' ASSOCIATION,



(DILIP DALVI)
HON. GEN. SECRETARY