



## REQUIREMENTS FOR REGISTRATION

Requirements and accompanying documents	Time for Submission
☐ Application form	Upon registration
☐ List of name, address and national identity number of not less than 100 registered members	Upon registration
☐ List of name, address and national identity number of the leader, secretary and treasurer and other office bearers	Upon registration
☐ Two copies of the constitution, rules and political programme or manifesto of the party duly certified by the leader of the party	Upon registration
☐ Particulars of the registered office	Upon registration



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ACKNOWLEDGMENT OF APPLICATION	TIME FRAME
☐ Acknowledge receipt of application for registration + accompanying documents.	Within 7 days of receipt
☐ Assess application and accompanying documents and inform PP in writing if require further information.	Within 30 days
☐ If satisfy with application and accompanying documents> publish on website and at all registration centres for comments or objections.	





OBJECTIONS OR COMMENTS	TIMEFRAME
☐ Any objections may be made in writing	Not later than 7 days after the expiration of publishing period above
□ i)If any objections made, ECS to notify PP and invite it to respond. If no respond is received from PP within specified period after notice, ECS shall reject application for registration.	Within 15 days of notice to PP
☐ ii) If a response to objection is received within 15 days from PP and ECS is satisfied with response> ECS shall make a decision on the application in specified time	Within 15 days from date of response

## INTERNAL PROCEDURE IN ACCORDANCE TO THE ACT



APPROVAL OR REFUSAL OF REGISTRATION	TIMEFRAME
If ECS decides to register PP, ECS shall issue PP with certificate of registration and stamp copies of the Constitution and Rules of PP earlier submitted with application.	As soon as practicable
On registration of PP, ECS to give notice of registration of PP and publish Constitution, details of the leader, secretary and treasurer and other office bearers of PP in Gazette and website of Commission.	As soon as practicable
If ECS decides to refuse to register PP, ECS shall serve upon PP a notice in writing to this effect and shall specify ground for refusal.	As soon as practicable
An office bearer of the party may appeal to the Supreme Court on the notice of refusal from ECS.	within 21 days after PP receives notice of refusal