

**Rules and Guidelines for Submission of Nomination Forms for the Election of Office  
Bearers and Executive Committee Members of BNCCI (F.Y. 2026–2027)**

1. Nomination forms should be submitted on **16th, 17th and 18th day of April 2026**. Submissions will be accepted between **11:00 a.m. and 5:00 p.m.** at the BNCCI Office, 2nd Floor, 23 R. N. Mukherjee Road, Kolkata 700 001. The nomination form collection process will be overseen by the appointed Election Officers (Ms Pallabi Ray, Mr Goutam Mondal, Mr Nani Gopal Kundu).
2. At the time of collection of the nomination form, eligible members must produce a valid BNCCI Membership ID Card. In the absence of the same, any valid government-issued photo ID will be accepted for verification purposes.
3. All members must ensure that their membership subscription is cleared up to the financial year **2026–2027** in order to participate in the nomination process for the said year.
4. Every nomination form must be collected directly from **Ms. Pallabi Ray, Deputy Secretary, BNCCI**, either by the member or by a duly authorised representative. If collected by an authorised person, a signed authorisation letter on the Company's official letterhead, along with a valid personal ID, must be submitted at the time of collection. The nomination form will only be issued after recording all necessary details in the nomination register.
5. Duly filled nomination forms must be submitted to **Ms. Pallabi Ray, Deputy Secretary, BNCCI**, within the stipulated date and time. Only those forms submitted within the official submission window and recorded in the official register will be considered valid. Any forms submitted outside the prescribed dates or not recorded in the register will be rejected without exception.
6. Withdrawals are to be submitted to **Ms. Pallabi Ray, Deputy Secretary, BNCCI**, on **20th day of April 2026**, between **11:00 a.m. and 4:00 p.m.**, at the BNCCI Office, 2nd Floor, 23 R. N. Mukherjee Road, Kolkata 700 001. Withdrawal of nomination papers must be done in person by the nominated member only and cannot be submitted by an authorised representative. A separate withdrawal register will be maintained for this purpose. Verbal communication or any other mode of withdrawal will not be considered valid.
7. The nomination forms will be opened for scrutiny and declaration on **21st day of April 2026** during the Executive Committee Meeting of BNCCI, in the presence of the designated Election Officers (Ms Pallabi Ray, Mr Goutam Mondal, Mr Nani Gopal Kundu) and Executive Committee Members. The nomination register will serve as the primary document for verifying and validating each nomination form. Only those forms that fully comply with all the above conditions will be accepted as valid. All others will be treated as invalid.

*Pallabi Ray*

**Deputy Secretary**

Bengal National Chamber of Commerce & Industry