Form 6- Inclusion of Name in Electoral Roll.

Inclusion is to include/Enter the name in electoral roll.

The inclusion of Voter in Electoral Roll is done by filling the entry in Form 6. There are 2 cases:

Case I: <u>New Elector</u>(ie. Candidate above age 18 /Elector whose name is not included in Roll)

Case II: <u>Existing Elector</u>(If in case change of AC).

Go to FORMS in left side menu.
 Click on the Include your name online in the sub menu displayed.



(A blank Online Application for Inclusion of Name in Electoral Roll [FORM 6]

Will open.)

Online App [FORM 6]	lication for Inclusion]	n of Name in E	lectoral Roll
Declaratio	m*: • My name is not include	ed in electoral roll before	ore. KSbift in AC/Migrating)
Assembly Constituency:	Select	District:	Select
Part*:	Select 🗸		
Select Relatio	n Type and Enter Sr No of	Relative to Fetch A	ddress/Relation details
(Autofill),If Si given below	No of relative is not know	n then click on the	[Search Relative] link
Relation Type:	Father 🔄 Sr No of Relat	tive:*: 🤨	<u>[Search Relative]</u>
	Applicant Relativ	e and Address Det	ails
Relation*:	Father Mother Husba	nd 💟 Others	
Name*:		-	
Phonetic :		Devnagari:	
Surname":			
Phonetic:	<u></u>	Devnagari:	
Section*:	Select		►
Area Type:	Select Y	Village/Town*:	Select 👻
Post Office*:	Select 💌	Pin Code*:	
Tehsil/Taluka*:	Select 💙	State:	Goa 💙
House No*:			
Phonetic :		Devnagari:	
Extra HNo:		(Extra House No if a	ער)
Phonetic:		Devnagari:	
Locality/Area:			
	Applicant's	Personal Details	
Name*:			
Phonetic:		Devnagari:	
Surname*:			
Phonetic:		Devnagari:	
Gender*:	○ Male ○ Female ○ Others		
Date of Birth*:	(If Not kno	wn,enter Age)	
Age *:	Years Mo	inth(s)	
Year of Birth*:		Age as on Date*:	01-Jan-2011
Resident*:	Since Birth	(If Resident Si	nce Date is not s)
Resident	Year(s)	Aonth(s) (If Resider	
Since*:	then need not to enter Res	ident Since Years	and Months)
Birth State:	Select 🗸	Birth District:	Select 🗸
Birth			
Village/Town:			
	Applicant	s Other Details	
Photo*:	Brov	vse	
Email:		Phone No:	
Place*:			
Details (of family member(s) alrea	dy included in the	current electoral roll
Family Relations:	Father Mother Husba	nd Others	
	ad	d new	
Type the char	acters you see in the Pictu	ire:	
Picture:	4YDE	3 0	
Type Characters*	(Case	Sensitive)	
	save		reset

Case I: For new user whose name is not included in the roll.

Select **"My name is not included in electoral roll before"** for **Declaration** (selected by default) .

Select **Assembly Constituency** (this will display the parts in selected AC).

District is automatically populated based on Assembly Constituency.

Select the Part No .

	Home	Organisation	CEO's Desk	Press Releases	FAQ	Contact Us		
THE	CHIEF ELE GOA ST	CTORAL C TATE	FFICER					
MENU	Note:Acro	bat Reader should	l be installed on	your system. Click	Here to			
Photo Electoral Roll (PDF)	 The Fields Phonetics 	Download Acrobat Reader The Fields marked with * are compulsory. Phonetic means english way of typing devnagari name.						
Polling Stations	 Incase re 	 Incase relative PartNo and SerialNo is known,address will be shown,provided appropriate relation type is selected.Refer to Search Electoral Roll for the same. Photograph should be less than 20KB and shall cover the front view of the person. 						
Election Archives	 Photograp 							
Previous Election Results	Online App	lication for I	nclusion of	Name in Elec	toral I	Roll		
EVMs	[FORM 6]							
EPIC	Declaration	• Ny name is	not included in (electoral roll before.				
Notifications		My name is	already include	d in electoral roll(Shi	ft in AC/I	Migrating)		
O Model Code of Conduct	Assembly Constituency: Part*	14-St. Andre 17 💌	~	District: No	rth Goa	<u>~</u>		

Once the Assembly constituency and part is selected user has to select relatives details. There are 2 ways:

- 1) If the family member is already included in the electoral roll
- 2) If the family member is not included in the electoral roll then

1) If the family member is already included in the electoral roll then

- a)Incase Relation Type and Sr. No. is not known.
- b)<u>If Relation Type and Sr. No. is known.</u>
- a) <u>Search for a relative directly with the help of (Search relative).</u>



This will open the following dialogue boxwith Assembly constituency and Gender automatically populated.

🖹 Search Elector Details Web Page Dialog 🛛 🔀				
Search Elector Infomation				
Assembly Constituency:	14-St. Andre			
Enter First Name :				
Enter Last Name :				
Select Gender :	Male 🗸			
	search			

- Enter the **First Name** and **Last Name** of the relative.
- Click on **Search** Button.

This will display the relative in the gird below.

🗿 Search Elector Details Web Page Dialog 🛛 🛛 🔀						
Search Elector Infomation						
Assembly Cons	tituency: 1	sy: 14-St. Andre				
Enter First	:Name : R	Ramiro francisco				
Enter Las	t Name : di	e : diniz				
Select	Select Gender : Male					
			sear	°ch 👘	CIICK HEPE	
First Name	Last Name	Part No	Sr No	Age	Relation First Name	Relation Type
Ramiro Francisco	Diniz	17	1	49	Francisco Xavier	Father

(Incase user does not know the full name the user can enter the first 2-3 alphabets of the relatives name) It will display all the entries meeting the selected criteria in the grid below.

🗿 Search Elector Details Web Page Dialog 🛛 🛛 🔀						
Search Elector Infomation						
Assembly Constituency: 14-St. Andre Enter First Name : Ram Enter Last Name : D Select Gender : Male						
First Name	Last Name	Part No	Sr No	Age	Relation First Name	Relation Type
Ramu Ballappa	Doddamani	З	683	64	Ballappa	Father
Ramchandra	Dessai	6	116	44	Bhiku	Father
Ramesh Vithoba	Deulkar	6	716	49	Vithoba	Father
Ramesh Naion	D. V.	6	743	49	Ratanm	Husband
Ramiro Francisco	Diniz	17	1	49	Francisco Xavier	Father
Ramdas Bhanudas	Desai	30	580	39	Banudas Govind	Father

• Double click on the Relative then it will display all the required information of the selected relative.

Select Relation Type and Enter Sr No of Relative to Fetch Address/Relation details (Autofill),If Sr No of relative is not known then click on the [Search Relative] link given below					
Relation Type:	Father 👻 Sr No	of Rela	tive:* : 🧐	Search Relative]	
Applicant Relative and Address Details					
Relation*:	• Father • Mother	Husba	nd Others		
Name*:	Ramiro Francisco				
Phonetic *:	रामीरो फ्रांसिस्को		Devnagari:	रामीरो फ्रांसिस्को	
Surname*:	Diniz				
Phonetic*:	डिनीझ		Devnagari:	डिनीझ	
Section*:	Sec No.1 Near St. La	wrence	Church Baixo De Igre	eja 🔽	
Area Type:	Village	*	Village/Town*:	Mercurim 🔽	
Post Office*:	St. Lourence	~	Pin Code*:	403204	
Tehsil/Taluka*:	Tiswadi	~	State:	Goa 🔽	
House No*:	188				
Phonetic *:	800		Devnagari:	966	
Extra HNo:			(Extra House No if ar	ıy)	
Phonetic:			Devnagari:		

- b) Get the details if the Relatives Sr.No and Relation Type is known.
- Select **Relation Type** and Enter **Sr No** of Relative
- Click on **GO** button.



The following Relative details will be displayed automatically based on selected criteria.

Select Relation Type and Enter Sr No of Relative to Fetch Address/Relation details (Autofill),If Sr No of relative is not known then click on the [Search Relative] link given below				
Relation Type:	Father 💌 sr	No of Relat	tive:* <mark>1 🤨</mark>	<u>[Search Relative]</u>
Applicant Relative and Address Details				
Relation*:	• Father • Moth	er O Husba	nd 🖸 Others	
Name*:	Ramiro Francisco			
Phonetic *:	रामीरो फ्रांसिस्को		Devnagari:	रामीरो फ्रांसिस्को
Surname*:	Diniz			
Phonetic*:	डिनीझ		Devnagari:	डिनीझ
Section*:	Sec No.1 Near St	. Lawrence	Church Baixo De Igre	eja 💌
Area Type:	Village	*	Village/Town*:	Mercurim 🔽
Post Office*:	St. Lourence	*	Pin Code*:	403204
Tehsil/Taluka*:	Tiswadi	*	State:	Goa 🗸 🗸
House No*:	188			
Phonetic *:	866		Devnagari:	866
Extra HNo:			(Extra House No if an	ıy)
Phonetic:			Devnagari:	

2) If the family member is not included in the electoral roll then

Make a New entry.

If the user does not have the relatives name included in the roll then he has to fill in all the details marked with `*' of their relatives(Relation ,Name , Surname etc).

Online Application for Inclusion of Name in Electoral Roll [FORM 6]				
Declaratio	on*: [©] My name is not includ [©] My name is already in	ed in electoral roll befo cluded in electoral roll	ore. (Shift in AC/Migrati	ng)
Assembly Constituency: Part*:	14-St. Andre	District:	North Goa	~
Select Relatio (Autofill),If Si given below	n Type and Enter Sr No of r No of relative is not know	Relative to Fetch A vn then click on the	ddress/Relation [Search Relativ	details e] link
Relation Type:	Father 👻 Sr No of Rela	tive:*: 🥨	<u>[Search Relative</u>	<u>.</u>]
	Applicant Relativ	ve and Address Det	ails	
Relation*:	Father O Mother O Husba	nd 🖸 Others		
Name*:	Ramiro Francisco	}		
Phonetic *:	Ramiro Francisco	Devnagari:	र्रामेगे Fरन्cइस्cओ	
Surname*:	Diniz			
Phonetic*:	Diniz	Devnagari:	दिनिज़्	
Section*:	Sec No.1 Near St. Lawrence	Church Baixo De Igre	eja ———	*
Area Type:	Village 🛛 🗸	Village/Town*:	Mercurim	*
Post Office*:	St. Lourence 🛛 👻	Pin Code*:	403204	
Tehsil/Taluka*:	Tiswadi 🗸 🗸 🗸	State:	Goa	~
House No*:	188			
Phonetic *:	188	Devnagari:	188	
Extra HNo:		(Extra House No if ar	עו)	
Phonetic:		Devnagari:		

Based on **Assembly constituency** and **Part** selected at the start of the application it will display the section.

- Select the section from the drop down list This will automatically display Area Type,Village/Town,Post office,Pin code,Tehsil/Taluka and State of respected sections.
- Enter House no and Phonetics.

Applicant's Personal Details

	Applicant's	Personal Details
Name*:	Roma	<u></u>
Phonetic *:	रिम	Devnagari: सिम
Surname*:	Diniz]
Phonetic *:	डिनीझ	Devnagari: डिनीझ
Gender*:	○ Male Female Others	
Date of Birth*:	(If Not kn	own,enter Age)
Age *:	Years 0 M	onth(s)
Year of Birth*:		Age as on Date*:
Pecideot*:	Since Birth	
E ESTIETT		(If Resident Since Date is not
Residence,	known;Enter Resident Sin	(If Resident Since Date is not ce Years and Months)
Resident	known;Enter Resident Sin Year(s)	(If Resident Since Date is not ce Years and Months) Month(s) (If Resident Since Date is entered
Resident Since*:	known;Enter Resident Sin Year(s) then need not to enter Re	(If Resident Since Date is not ce Years and Months) Month(s) (If Resident Since Date is entered sident Since Years and Months)
Resident Since*: Birth State:	known;Enter Resident Sin Year(s) then need not to enter Re Select	(If Resident Since Date is not ce Years and Months) Month(s) (If Resident Since Date is entered sident Since Years and Months) Birth District: Select
Resident Since*: Birth State: Birth	known;Enter Resident Sin Year(s) then need not to enter Re Select	(If Resident Since Date is not ce Years and Months) Month(s) (If Resident Since Date is entered sident Since Years and Months) Birth District: Select

- Enter the Elector Name .
- Also Enter Name in **Phonetics** field which will convert the English alphabets to devnagri and will be displayed in **Devnagri** field.
- The **Surname** is displayed directly once user enters the relatives details(if it is father/husband).
- Select **Gender** of the Elector.

There are 2 ways to select date of birth:

a) Incase the **birth date** is not known then enter the approximate **Age**. The corresponding year of birth is calculated automatically.





b) If birth date is known then

• Double Click on the **Date of birth** field.

This will open the **calendar** Select the **month**, **year** and **date**. Once the date of birth is selected it will calculate and fill Age in **years** and Age in **months** as on as per **Age as on Date** field.

	Applicant's Personal Details
Name*:	Roma
Phonetic *:	रोमा Devnagari: रोमा
Surname*:	Diniz
Phonetic *:	डिनीझ Devnagari: डिनीझ
Gender*:	C Male C Others
Date of Birth*:	01-Jan-1990 (If Not known.enter Age)
Age *:	January, 1990 → th(s)
Year of Birth*:	Su Mo Tu We Th Fr Sa Age as on Date*: O1-Jan-2011 31 1 2 3 4 5 6 Date*:
Resident*:	7 8 9 10 11 12 13 (If Resident Since Date is not
	14 15 16 17 18 19 20 Years and Months)
Resident	21 22 23 24 25 26 27 nth(s) (If Resident Since Date is entered
Since*:	28 29 30 31 1 2 3 dent Since Years and Months)
Birth State:	4 5 6 7 8 9 10 🛛 Birth District: North Goa 😪 😪
Birth Village/Town:	Today: December 30, 2010

Then for entering Resident details there are 2 ways :

1)If voter is not the Resident Since birth

• Enter in field **Resident Since** Years and Months for which he is staying.

Resident*:	Since I	Birth		(If Resident Si	nce Date is no	t
	known;Ei	nter Res	ident Sir	ice Years and Month	s)	
Resident	5	Year(s)	10	Month(s) (If Resider	t Since Date is	s entered
Since*:	then nee	d not to	enter Re	sident Since Years a	and Months)	
Birth State:	Goa		*	Birth District:	North Goa	*
Birth	bicholim			-		
Village/Town:	Dicitoliti					

2)Resident Since birth

• Check on the **Since birth** field if the voter is resident of same place since birth.

It will display the birth date of the voter in the respected box

		2000 1		
Resident* 🔽 Sil	nce Birth 01-Jan-1	.990 (If Resident Since Date is not		
known;Enter Resident Since Years and Months)				
Resident	Year(s)	Month(s) (If Resident Since Date is entered		
Since*: then need not to enter Resident Since Years and Months)				

After filling all the details it will show the details like this:

	Applicant's	Personal Details		
Name*:	Roma			
Phonetic *:	रिम	Devnagari: प्रिम		
Surname*:	Diniz			
Phonetic *:	डिनीझ	Devnagari: डिनीझ		
Gender*:	○ Male			
Date of Birth*:	01-Jan-1990 (If Not known,enter Age)			
Age *:	21 Years 0 Mo	nth(s)		
Year of Birth*:		Age as on Date*:		
Resident*:	Since Birth 01-Jan-1990	(If Resident Since Date is not		
Rooldone I	known;Enter Resident Sinc	e Years and Months)		
Resident	Year(s)	Aonth(s) (If Resident Since Date is entered		
Since*:	then need not to enter Res	ident Since Years and Months)		
Birth State:	Goa 🔽	Birth District: North Goa 🛛 👻		
Birth Village/Town:	ponda			

Applicant's Other Details

Click browse to Upload photo.
 if the photo size is exceeding 20kB it will not upload and will get an error message.

			Appli	cant's Other	Details	
		Photo*:		Browse	step 1: click	
		Email*:			Phone No:	
Choose	file					? 🔀
	Look in:	🞯 Desktop		•	3 🕸 📂 🖽	•
My F Docu Dex My Do	Recent uments sktop	My Documents My Computer My Network Pla Adobe Reader Pay Hash roll 8.12. ipmsg revenuewebsit sql user mannual	aces 7.0 10 e e <u>p 2: slect document</u>	Foxmail goaRevC Google C IPMSG fo IIPMSG fo IISTOAE MINIERM My Docur My Netwi New Micr Phone Bo probable	ert hrome r Win32 ROERO IS 15 Nov Backup 27 ments ork Places osoft Excel Workshe incorrect entries of F	et (2) Form 6
My Co	omputer	Chrome_install PeRevenue_ho Serviceschang FormsWoPhoto	ges I	🗊 raghuvir 🔂 WebDepl 🍑 WinRar 4	singh rajput oymentSetup _{st} .1.65	ep 3tokiok here
My N Pla	etwork aces	File name: Files of type:	1 All Files (*.*)		•	Open Cancel

After a click on open it will display the path in the Photo filled .

Applicant's Other Details					
Photo*: C:\Documents and Set	Browse				
Email*:		Phone No:			
Place*:					

• Applicant's additional details can be entered such as **Email Id** , **phone number** and **place**.

Applicant's Other Details					
Photo*:	C:\Documents and Set	Browse			
Email*	Roma@yahoo.com		Phone No:	9988446622	
Place*:	ponda				

To include more family members in Details of family member(s)

The member who is included at the start of the application is displayed in the following field as shown below.

Details o	f family member(s) al	ready included in the current	electoral roll
Family Relations:	• Father C Mother C Hu	sband Others	
Relationship	Name	Surname	Delete
F	Ramiro Francisco	Diniz	Delete
		add new	

 Select the family relation which are to be included in addition and click on add new button.



• On the click of **add new**, list of family members will be displayed from which you have to select a person.

	1		
Details o	f family member(s) alr	eady included in the current	electoral roll
Family Relations:	C Father C Mother C Hus	band C Others	
Relationship	Name	Surname	Delete
F	Ramiro Francisco	Diniz	Delete
		add new	

Search Elector Details	Search Elector Details Web Page Dialog					
		Relat	ives De	etails		
Assembly Const	ituency: 14-St	Andre	~			
First Name	Last Name	Part No	Sr No	Age	Relation First Name	Relation Type
Sunil	Vernekar	1	112	34	Dattaram	Father
Ashok Babal	Tuenkar	1	126	41	Babal	Father
Vidhyanand	Tuenkar	1	129	32	Babal	Father
Madlarsab Husseinsab	Hesurer	2	379	54	Husseinsab	Father
Dadaphir Madarsab	Hesurur	2	382	39	Dadaphir	Husband
Madhusudan	Naik	13	600	53	Vassudev	Father

The selected person will be displayed in the grid as shown below.like wise you can add more members .

Details o	f family member(s) alrea	ady included in the current	electoral roll
Family Relations:	CFather CMother Husba	and Others	
Relationship	Name	Surname	Delete
F	Ramiro Francisco	Diniz	Delete
Н	Dadaphir Madarsab	Hesurur	Delete
add new			

• You can delete family members from the list by clicking on **DELETE** link provided as shown below.

Details o	Details of family member(s) already included in the current electoral roll				
Family Relations:	⊂ Father ⊂ Mother ● Husb	and Others			
Relationship	Name	Surname	Delete		
F	Ramiro Francisco	Diniz	Delete		
н	Dadaphir Madarsab	Hesurur	Delete		
	a	dd new			

This will remove the entry from the list.

Details o	f family member(s)	already included in the current e	lectoral roll
Family Relations:	C Father C Mother 📀	Husband C Others	
Relationship	Name	Surname	Delete
F	Ramiro Francisco	Diniz	Delete
		add new	

To enter character given in the picture field.

• Incase the applicant is not able to view the captcha characters he can perform the following steps

Type the charac	SHGLT	<u>e</u>
Type Characters*	(Case Sensitive)	
Sá	ive	reset

• Click on the option marked and the captcha codes will change.

- After entering all the details **Type the character** as it is given in picture in the respected field
- Click on **Save** button.

Type the characters you see in the Picture:
Picture:
Type 3ZYY4 (Case Sensitive)
save reset
 Note:The application should be printed,duly signed and posted to the address mentioned on the printed copy.The Acknowlegment No. generated after printing the application should be maintained for tracking the status of the application.

• After Saving it will display the message and ask to continue click **OK**

м	Microsoft Internet Explorer	Delete
Type the ch	Form once saved cannot be edited. Are you sure you want to continue?	
Pictur	OK Cancel	
Tyj Character	s* 3ZYY4 (Case Sensitive)	
	save reset	

• Once the entry is saved the **Acknowledgement No** and **Report** is generated.

Application status is shown in the dialog box and with the help of **Acknowledgement no** and **First name** you can track the status.

	Track Your Application Status
	Form saved successfully, Your Acknowledgement No is ISO501401720100001 . Current Status : Awaiting signed copy of acknowledgement to be recieved at ERO's office
	Acknowledgement No *:
	First Name*: search
Ent	ter Acknowledgement No and First Name then click Search

Track Y	Your Application Status
Form saved successfully,Your Ack Current Status : Awaiting signed office	knowledgement No is IS0501401720100001 . copy of acknowledgement to be recieved at ERO's
Acknowledgement No *: IS050	1401720100001
First Name*: Roma	
	search

This will show the following window with the current status.

Tra	ack Your Applicatio	n Status
[Click H	ere To Print Acknowledg	jement Receipt]
Acknowledgement No *:	IS0501401720100001	
First Name*:	Roma	
	search	
Current Status : Awaiting	signed hardcopy of acknow office	ledgement to be received at ERO's

[Click here to print Acknowledgement Receipt] will print the receipt .

The application should be printed, duly signed and posted to the address mentioned on the printed copy. The Acknowlegment No. generated after printing the application should be maintained for tracking the status of the application. To view the sample Report of form 6.

Guidelines form 6.

• Once the system generated Receipt is printed it should be send to the below given address .

The Electoral Registration Officer (St.Andre) Assembly Constituency. Office of The Collector Of North Goa District.

St Andre is the Assembly of the applicant. North Goa is the district of Applicant.

- Attach all the required photo copies of document given below
 - 1. Name (With Documentary Proof)
 - 2. Age (With Documentary Proof)
 - 3. Date of Birth (With Documentary Proof)
 - 4. Proof of ordinary residence (if required)

Detail discription of documentary proof is given in GUIDELINES FOR FILLING UP THE APPLICATION FORM-6 in the link Sample report of form 6.

- The paper on which the report is printed should be thick enough and should be folded at the given mark so that it does not get mutilated /damaged in postal transit.
- Once the application is received by concerened department the Section-II of the page is filled by Electoral Registration Officer of the constituency and posted to the applicant on the address as given by the applicant in Section-I.

Case II: For users whose name is already included in electoral roll (Shift in AC/Migrating)

select **"My name is already included in electoral roll (Shift in AC/Migrating)**" for **Declaration**. Select the **state** (either GOA or Other state)

Select the **state** (either GOA or Other state)

1) If it is Goa.

Online Application for Inclusion of Name in Electoral Roll [FORM 6]
Declaration* C My name is not included in electoral roll before. • My name is already included in electoral roll(Shift in AC/Migrating)
Assembly 1-Mandrem
Part*: 1 ~

• Select **Assembly Constituency** to which the voter has to be shifted (this will display the parts in selected AC).

District is automatically selected based on Assembly Constituency.

- Select the **Part** .
- Click on **Search**.

Search elector dialog box will open.

Online Application for I [FORM 6]	nclusion of Name in Electoral Roll	
Declaration*: ^C My name is n My name is a State*: CGoa COther	ot included in electoral roll before. Iready included in electoral roll(Shift in AC/Migrating) State <mark>search reset</mark>	
Assembly Constituency: Part*: 1	District: North Goa Search Elector Details Web Page Dialog	
Type the characters you see in		
Picture: PA	Assembly Constituency: 14-St. Andre Enter First Name : Ramiro Francisco	
Characters*	Enter Last Name : Diniz	
	Select Gender : Male <u>search</u>	

- Select **Assembly Constituency** in which the voter was previously enrolled.
- Enter the First Name and Last Name of the voter . (Incase user does not know the full name the user can enter the first 2-3 alphabets of the name)
- Select the **Gender**.
- Click on **Search** Button.

It will display all the entries meeting the selected criteria in the grid below.

Online Application for [FORM 6]	Inclusion of	Name	in Elec	tora	al Rol	I	
Declaration*: [©] My name is My name is State*: [©] Goa [©] Othe	not included in ele already included i er State <mark>sea</mark> l	ectoral roll in electoral <mark>rch</mark>	before. roll(Shift reset	in AC.	/Migrat	ing)	
Assembly Constitueney	~	District:	North Goa			~	
Part*: 1	🕙 Search Electo	or Details	Web Pa	ige Di	alog		
Type the characters you see							
Picture:	Assembly Const Enter First	tituency: 🚺 : Name : R	4-St. And amiro Fra	re ncisco)		
Type Characters*	Enter Last	t Name : D	iniz				
Characters	Select (Gender : N	1ale	~			
				sear	•ch		
	First Name	Last Name	Part No	Sr No	Age	Relation First Name	Relation Type
	Ramiro Francisco	Diniz	17	1	49	Francisco Xavier	Father

• Click on the required voter. The following window is populated.

[FORM 6]				
Declaratio	My name is not inc My name is alread	:lude y in	ed in electoral roll befo cluded in electoral roll	ore. (Shift in AC/Migrating)	
Stat	te*: 🧖 Goa 🧖 Other State	8	reset		
Previous State*:	Goa	~	Previous District:	North Goa	~
Previous AC:	14-St. Andre	~	EPIC No:	GA/01/013/045101	
Assembly Constituency:	1-Mandrem	*	District:	North Goa	~
Part*:	1 💙				
Name*:	Francisco Xavier]		
Phonetic *:	फ्रांसिस्को झेवीयर		Devnagari:	फ्रांसिस्को झोवीयर	
Surname*:	Diniz]		
Phonetic*:	डिनीझ		Devnagari:	डिनीझ	
Section*:	Select				*
Area Type:	Select	*	Village/Town*:	Select	*
Post Office*:	Select	~	Pin Code*:		
Tehsil/Taluka*:	Select	~	State:	Goa	~
House No*:					
Phonetic *:			Devnagari:		
Extra HNo:			(Extra House No if ar	ıy)	
Phonetic:			Devnagari:		

	Applicant's	Personal Details
Name*:	Ramiro Francisco	
Phonetic *:	रामीरो फ्रांसिस्को	Devnagari: रामीरो फ्रांसिस्को
Surname*:	Diniz]
Phonetic *:	डिनीझ	Devnagari: डिनीझ
Gender*:	• Male • Female • Others	
Date of Birth*:	(If Not kno	own,enter Age)
Age *:	51 Years 0 Mo	onth(s)
Year of Birth*:	1960	Age as on Date*:
Resident*:	Since Birth	(If Resident Since Date is not
Residence :	known;Enter Resident Sind	e Years and Months)
Resident	Year(s)	Month(s) (If Resident Since Date is entered
Since*:	then need not to enter Res	sident Since Years and Months)
Birth State:	Select 💙	Birth District: Select
Birth		
Village/Town:		

All the previous details such as Applicants relatives and Applicants Personal Details are displayed automatically.

- Select **Section** in which the voter is shifting. This will automatically give the Address of the voter.
- Enter House no and Phonetics.

Section*:	Sec No.1 Near Chur	ch Tirac	ol		~
Area Type:	Village	*	Village/Town*:	Tiracol	*
Post Office*:	Arambol	*	Pin Code*:	403524	
Tehsil/Taluka*:	Pernem	~	State:	Goa	~
House No*:	12				
Phonetic *:	12		Devnagari:	12	
Extra HNo:			(Extra House No if an	iy)	
Phonetic:			Devnagari:		

• Enter only **Resident Since** field, **birth state** and **birth district** in Applicants personal detail.

	Applicant's	Personal Details	
Name*:	Ramiro Francisco		
Phonetic *:	रामीरो फ्रांसिस्को	Devnagari: रामीरो फ्रांसिस्को	
Surname*:	Diniz		
Phonetic *:	डिनीझ	Devnagari: डिनीझ	
Gender*:	Male ○ Female ○ Others		
Date of Birth*:	(If Not kn	own,enter Age)	
Age *:	51 Years 0 M	onth(s)	
Year of Birth*:	1960	Age as on Date*: 01-Jan-2011	
Resident*:	Since Birth	(If Resident Since Date is not ce Years and Months)	
Resident	2 Year(s) 11	Month(s) (If Resident Since Date is er	ntered
Since*:	then need not to enter Re	sident Since Years and Months)	
Birth State:	Goa 🔽	Birth District: North Goa	~
Birth		1	
Village/Town:			
	Applicant	's Other Details	
Photo*:	C:\Documents and Set Bro	wse	
Email*:	ram@yahoo.com 🗕	Phone No: 9988556622	
Place*:	ponda		
Details	of family member(s) alrea	ady included in the current electoral	roll
Family Relations:	● Father ○ Mother ○ Husb	others	
	at	ld new	

- Click on **Browse** button to Upload photo(follow steps as shown in case I).
- Enter **Email** address.
- Enter **Phone No** to get the status of your application processing through SMS.
- Enter**Place**.
- To Add family member, follow same steps as shown in Case I.

Epic Issue Date:	14-Mar-2010 (DD-MMM-YYYY)	
Previous Address:	H.No: 188	
	Mercurim ,Tiswadi	
	Post: St. Lourence , Pin: 403204	
e the chai	acters you see in the Picture:	
Picture:	THE WEATHER	<u>B</u>
Picture: Type Characters*	NOEJR (Case Sensitive)	9

Details of Earlier Place of ordinary residence and EPIC Issue is displayed auotomatically .

To enter character given in the picture field.

• Incase the applicant is not able to view the captcha characters he can perform the following steps

Type the cha	racters you see in the Picture:	
Picture:	SHGLT	<u> </u>
Type Characters*	(Case Sensitive)	
	save	reset

- Click on the option marked and the captcha codes will change.
- After entering all the details **Type the character** as it is given in picture in the respected field
- Click on **Save** button.

This will give same message shown in Case I, click **OK**. This will Generate Report and Acknowledgement No.

Track Your Application Status

Form saved successfully,Your Acknowledgement No is IS0500100120100011
Current Status : Awaiting signed copy of acknowledgement to be recieved at ERO's
office
Acknowledgement No *:
First Name*:
search

• Enter **Acknowledgement No** and **First Name** then click **Search**. This will show the following window with the current status.

Track Your Application Status
[Click Here To Print Acknowledgement Receipt]
Acknowledgement No *: IS0500100120100011
First Name*: Ramiro francisco search
Current Status : Awaiting signed hardcopy of acknowledgement to be received at ERO's office

[Click here to print Acknowledgement Receipt] will print the receipt .

The application should be printed, duly signed and posted to the address mentioned on the printed copy. The Acknowlegment No. generated after printing the application should be maintained for tracking the status of the application.

2) If it is Other State

- Select the **Previous state, District, AC , EPIC NO.**
- Select the Current Assembly Constituency and Part.
- Then Refer Case I to fill the futher form(as new inclusion of Elector).

To view the sample Report of form 6.

Guidelines form 6

• Once the system generated Receipt is printed it should be send to the below given address .

The Electoral Registration Officer

(St.Andre) Assembly Constituency.

Office of The Collector Of North Goa District.

St Andre is the Assembly of the applicant. North Goa is the district of Applicant.

• Attach all the required photo copies of document given below

- 5. Name (With Documentary Proof)
- 6. Age (With Documentary Proof)
- 7. Date of Birth (With Documentary Proof)
- 8. Proof of ordinary residence (if required)

Detail description of documentary proof is given in GUIDELINES FOR FILLING UP THE APPLICATION FORM-6 in the link Sample report of form 6.

- The paper on which the report is printed should be thick enough and should be folded at the given mark so that it does not get mutilated /damaged in postal transit.
- Once the application is received by concerened department the Section-II of the page is filled by Electoral Registration Officer of the constituency and posted to the applicant on the address as given by the applicant in Section-I.