

No. LLR-E (9)-12/2021-Leg.
Government of Himachal Pradesh
Law Department

From

The LR-cum-Secretary (Law) to the
Government of Himachal Pradesh.

To

Shri/Smt. All Notaries
Advocate and Notary,
of Himachal Pradesh

Dated Shimla-2, the

30th Nov., 2024

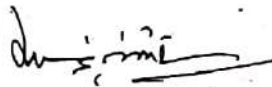
Subject: - Submission of Annual Return in FORM-XIV.

Sir,

It has been noticed that many Notaries have failed to submit their Annual Returns, while others have submitted them in an incorrect format and after the stipulated deadline. As per the provisions of Rule 14 of the Notaries Rules, 1956, every Notary is required to submit an Annual Return in Form XIV of the Notarial acts done during the preceding year, in the first week of January every year. Now, authorities has viewed it seriously and Notaries are directed to follow the following instruction with regard to Form XIV:-

1. Annual Return be submitted by every notary in Form XIV of the Notarial acts done during the preceding years, in the First week of January every year.
2. Annual Return be submitted only in the Performa as specified in Notary Rules, 1956.
3. Annual Return be submitted alongwith following additional information:
 - a. Number of documents attested during the year.
 - b. Total number of registers and receipt books used during the year.
 - c. Serial number of entries used in the register during the year
 - d. Serial number of receipts used in the receipt book during the year.

Yours faithfully,



(Sh. Rajender Singh Tomar)
Addl LR-cum-Addl. Secretary (Law) to the
Government of Himachal Pradesh.