

**The Constitution  
of  
The Calcutta Bar Library Club  
and the Rules, 2015**

**PREAMBLE**

WE, THE MEMBERS OF THE CALCUTTA BAR LIBRARY CLUB, having solemnly resolved at the Extra-ordinary General Meeting held on the 30th day of January 2015, do HEREBY ADOPT AND GIVE TO OURSELVES THIS CONSTITUTION and the RULES in supersession of the Calcutta Bar Library Club Rules, 1975.

***PART I***

**The Club and its Members**

1. Name and membership of the Club –

- (a) The name of the Club is and shall be The Calcutta Bar Library Club, and its office is and shall ordinarily be situated in the Calcutta High Court Buildings.
- (b) The Bar Library Club shall consist of: –
  - (i) Barristers of England or Ireland, or Members of the Faculty of Advocates in Scotland, who are enrolled as Advocates of the Calcutta High Court; and
  - (ii) Other Advocates, who are enrolled with the Bar Council of India or the Bar Council of any State and are entitled to practise in the Calcutta High Court, and who shall only plead and not act in any Court or any Tribunal.

***PART II***

**Aims and Objects**

The Aims and Objects of the Club are: –

- (i) to encourage the profession of law as such;
- (ii) to promote and protect the rights, privileges, interest, prestige and welfare of the Club and its Members and to promote cooperation amongst Advocates practising in the High Court and other Courts in India, including the Supreme Court of India;
- (iii) to promote and maintain a high standard of professional conduct of the Members of the Club;
- (iv) to establish and maintain an adequate library for the use of the Members and to provide other facilities and conveniences to them;
- (v) to conduct and hold seminars, symposia, conferences and other meetings on issues and topics of interest to the legal profession and to disseminate information in this behalf including opinion on proposed legislation and other matters of interest and making representation in respect thereof to the concerned authorities;
- (vi) to take necessary steps to prevent and remedy any abuse of law or mal-administration of justice;
- (vii) to arrange for raising funds for legal aid and to do everything including application of funds that may be necessary to that end;

- (viii) to take all measures including raising and applying funds for aid to deserving Members of the Club and its employees;
- (ix) to participate in all-India forums, conferences, seminars, etc., connected with the legal profession; held anywhere in India and abroad; and
- (x) to take all such measures as might be necessary and incidental to the carrying out of the aforesaid objects;

### ***PART III***

#### **The Executive *The President and Vice-President***

1. The President of the Club. – There shall be a President of the Club.
2. Executive power of the President. – The executive power of the Club shall be vested in the President and shall be exercised by him either directly or through office-bearers subordinate to him in accordance with this Constitution and the Rules, and shall represent the Club and be the spokesperson at every meeting or function in which the Club participates.
3. Term of Office of the President. – The President will hold office for a period of two years, and may be re-appointed for a further term of two years.
4. The Vice-President of the Club. – There shall be a Vice-President of the Club.
5. Term of office of the Vice-President. – The Vice-President will hold office for a period of two years, and may be re-appointed for a further term of two years.
6. The Vice-President to act as President or to discharge his functions during the casual vacancies in the office, or during the absence, of President. –
  - (i) In the event of any vacancy in the office of the President by reason of death, insolvency, resignation, disqualification or otherwise, the Vice-President shall act as President until the date on which a new President assumes office.
  - (ii) When the President is unable to discharge his functions owing to absence or any other cause, the Vice-President shall discharge his functions until the date on which the President resumes his duties.
  - (iii) The Vice-President shall, during, and in respect of, the period while he is so acting as, or discharging the functions of President, have all the powers of the President.

#### ***The Executive Committee***

1. The Executive Committee of the Club. — There shall be a Committee to be called the Executive Committee of the Club.
2. The Executive Committee shall consist of the President, Vice-President, Secretary, Treasurer, and three other members of the Club of whom at least one shall be a Senior Advocate.
3. The Executive Committee shall, subject to the control of the general body of Members in any General Meeting of the Club, manage the affairs of the Club, and be custodian and in charge

of all the assets and properties, both movable and immovable, including the Bank Accounts of the Club and the books and journals in the Library.

*"Explanation:* By way of abundant caution it is clarified that none of the office-bearers shall be entitled or competent to singly or unilaterally perform any function or duty or represent the Club for any purposes whatsoever without the concurrence or authority of the Executive Committee or the general body of members of the Club."

4. The Executive Committee shall, amongst others, have the power to:
  - (a) appoint, suspend and dismiss any member of the staff upon proper enquiry;
  - (b) determine salary and other emoluments and regulate conditions of service of the staff; and
  - (c) cause the annual Budget to be prepared, invest and deal with funds, form sub-committees, e.g. a Book Committee, to facilitate the proper functioning of the Club, and do all things as may be necessary for the benefit of the Club, including framing of requisite by-laws and regulations.
5. The President of the Club shall preside over all the meetings of the Executive Committee as also all General Meetings of the Club. In case the President is absent, the Vice-President shall preside over the meeting, and if the Vice-President cannot be present any Member selected by the Members of the Executive Committee shall preside over the meeting.

#### *Secretary and Treasurer*

1. The Secretary — There shall be a Secretary of the Club.
2. The Secretary shall be the Chief Executive Officer of the Club and, although a part of the Executive Committee, shall act under the guidance, control and directions of the Executive Committee.
3. The duties of the Secretary shall include buying as also over-seeing proper maintenance, upkeep and/or replenishment of books\* periodicals and journals in the Library, and superintending the functioning of the librarians, clerks, servants and other members of the staff of the Club.
4. The Secretary shall annually, and as soon after the first day of April as practicable, call a General Meeting of the Club at which the Treasurer, and in his absence, the Committee shall present an abstract and report of the accounts and concerns of the Club for the previous year.
5. The Treasurer — There shall be a Treasurer of the Club.
6. The Treasurer shall be responsible for overseeing collection of subscription from the Members and ensuring that accounts are maintained and audited properly and there is no mismanagement of the Club funds.
7. At the Annual General Meeting of the Club, the Treasurer shall present an abstract and report of the accounts and concerns of the Club for the previous year.
8. When the Secretary is unable to discharge his functions owing to absence or any other cause, the Treasurer shall discharge his functions until the date on which the Secretary resumes his duties.

9. The Treasurer shall, during, and in respect of, the period while he is so acting as, or discharging the functions of Secretary, have all the powers of the Secretary.
10. Bank Account – All Bank Accounts shall be operated jointly by the Secretary and the Treasurer.

***PART IV***  
**Financial Year and Audit**

The financial Year of the Club shall commence on 1st April each year and will end on 31st March of the following year. The accounts of the Club shall be audited, and at every Annual General Meeting the audited accounts of the previous year shall be placed for approval. The Accounts shall be audited annually by an Auditor appointed in the Annual General Meeting of the Club and at a remuneration fixed at such meeting.

## **THE RULES**

### *Section I* **MEMBERSHIP**

#### 1. Admission as Member –

- (i) Any person eligible for membership of the Club may apply to the Secretary of the Club in the prescribed form duly proposed by an Advocate who has been a Member of the Club for not less than ten years and seconded by one other Member of at least five years' standing.
- (ii) On the application being checked, verified and found correct by the Secretary of the Club, the name of the applicant shall be put up on the Notice Boards of the Club for a period of at least ten days, after which the application shall be placed before the Executive Committee for consideration at the next meeting. The Committee shall, amongst other matters, consider the objections, if any, that might have been received in the meanwhile to the enrolment of the applicant as a Member of the Club. The Committee may thereafter at its discretion admit the applicant as a Probationary Member of the Club.
- (iii) Every newly-admitted Probationary Member shall pay an entrance fee of Rs 20,000/-, along with the full annual subscription of Rs 3,000/-, failing which his membership shall stand cancelled. After the expiry of one year from the date of admission, the Probationary Member shall pay the subscription, either quarterly or annually as he may find it convenient.
- (iv) The newly enrolled member shall be on probation for twelve months, or for such further time as the Committee may from time to time allow, during which period the Probationary Member will be entitled to all amenities and facilities of the Club, but will not be entitled to vote at any meeting of the Club or stand for any election in the Club or take part in any proceedings of the Club.
- (v) At the end of the twelve month probationary period, or such further time as the Committee may allow, the Probationary Member shall apply for election as Permanent Member.
- (vi) No person other than a Probationary Member shall be eligible for election as a Permanent Member.
- (vii) If a Probationary Member fails to make the application for election as Permanent Member within the twelve month period, or such further time as the Committee may allow, or if he is not elected after such application, he shall cease to be a Probationary Member.
- (viii) In the event of a Probationary Member being proposed for election as a Permanent Member and rejected by ballot, his entrance-fee shall be refunded to him.
- (ix) No member of the Club, Probationary or Permanent, shall act in any suit or proceeding or appeal on the Original side or the Appellate side of the High Court at Calcutta or in any other Court or Tribunal. Any violation of this Rule, if proved, will entail expulsion of the offending Member.

***Section II***  
**ELECTION**

2. Ballot — The election of all Members shall be by ballot, except when otherwise provided for. No vote by proxy shall be allowed. Only Permanent Members shall be allowed to vote at such election.
3. Mode of recording ballot — Each member voting at any ballot shall put his signature in a book / register to be kept by the Secretary for that purpose, and drop a small ball of glass into the ballot box, either in the "Yes" or "No" slot or section. In the event the number of signatures and the number of balls in the ballot box do not tally, the ballot shall be on the basis of the signatures.
4. One dissident ball shall be deemed to cancel out three balls cast in favour.
5. Duration of ballot — The ballot shall remain open from 10 a.m. to 5 p.m. for six consecutive days of a week, i.e. Monday to Saturday (both days inclusive), and no election shall be valid unless one-half of the Permanent Members shall have voted.
6. Pending the counting of ballot, the key of the box shall remain with the Secretary.
7. The ballot box shall be opened by the Secretary in the presence of one or more Members of the Committee. The result of the election will be declared by the Secretary after the votes are duly counted. However, the number of dissident balls, if any, shall not be disclosed, save to the Members of the Committee, if required.
8. No candidate, who has been rejected at any ballot, shall be again eligible for election before twelve months.
9. Notice of election — Upon the admission or election of any candidate, the fact of such admission or election shall be notified to him in writing by the Secretary, who shall furnish him with a copy of the Constitution and Rules of the Club.

***Section III***  
**FEES AND SUBSCRIPTION**

1. The entrance Fee shall, for the time being, be Rs 20,000/-.
2. Quarterly Subscription shall, for the time being, be Rs 750/-.
3. The abovementioned amounts are subject to revision from time to time at the discretion of the Executive Committee.
4. In case a Member defaults in payment of subscription, a reminder shall be sent to him by the Secretary. If the subscription remains unpaid even on the first day of ensuing quarter, the Member in default shall thereupon cease to be a member of the Club.
5. Upon representation being made by the defaulting Member giving reasons for delay in paying the subscription due, the Committee may allow such further time to the defaulting member to make payment as the Committee may deem fit and proper.

6. Any member of the Club, on ceasing to be a Member by reason of default in payment of subscription, shall be eligible for re-election on payment of all arrears due up to the date on which he ceased to be a member, but shall, if re-elected, not be entitled to the privileges of Membership until he shall have paid in full subscriptions for the period between his ceasing to be a Member and the date of payment.
7. Any person who has been a Permanent Member of the Club for a period of fifty years may, on request being made by him in that regard, be exempted by the Executive Committee from payment of further subscription.
8. On the first day of each quarter, a list, signed by the Secretary and Treasurer, of the names defaulting Members and the amounts due from them by way of subscription, shall be put up in the Bar Library.

*Section IV*  
**DISCIPLINARY ACTION AGAINST A MEMBER**

1. Expulsion, Suspension or censure of Members — It shall be lawful for the Club to expel, suspend, or censure any of its Members, on the ground of misconduct or dishonourable conduct or moral turpitude or misappropriation of funds or conviction by a court of law in any criminal action, by a resolution of not less than three-fourths of the Permanent Members at a Special Meeting called for the purpose and after due enquiry and opportunity being given to such Member to be heard. If thought fit, the General Body of Permanent Members of the Club may direct the Executive Committee to initiate a disciplinary proceeding against such Member, and pending the outcome of the proceeding may suspend such Member.
2. Grievance Redressal Cell for Sexual Harassment — A Grievance Redressal Cell for dealing with cases of sexual harassment reported against any member shall be constituted by the President. Such Cell shall comprise, amongst others, of the three Senior-most lady members of the Club. The members of the Cell shall, jointly or severally, look into the charges levelled against the alleged offender, investigate, and submit a detailed report, or reports as the case may be, to the Executive Committee, which should include, amongst others, the nature and measure of punishment, if any, contemplated. The members of the Cell shall be empowered to collect all possible evidence, and question not only the complainant(s) and the alleged offender but also any person volunteering information in the matter. Based on the report(s) of the members of the Cell, the Executive Committee shall take such action as may be warranted.

*Section V*  
**APPOINTMENT OF OFFICE-BEARERS**

1. The President and Vice-President, who must be Senior and respected Members of the Club practising for not less than thirty five years, will be selected and appointed by the other Members of the Executive Committee at least by a clear majority.
2. The Secretary, Treasurer and the three members of the Executive Committee shall be elected by secret ballot from amongst the Permanent Members, and shall remain in office for a period

of two years. The Secretary, Treasurer and the three members of the Executive Committee shall again be eligible for re-election after a gap of not less than two years.

3. Permanent Members whose names are proposed for election to the posts of Secretary, Treasurer and the three members of the Executive Committee shall be candidates for election to such post(s). However, in each case prior approval of the proposed candidates has to be obtained, and the names of the proposed candidates have to be given to the Secretary-in-Office not less than fifteen days before the date fixed for election. The five Members receiving the highest number of votes shall be deemed to be elected. Only the Permanent Members of the Club shall be entitled to exercise their franchise.
4. In the case of two or more members receiving the same number of votes, the President, and in his absence the Vice-President, shall select the member or members by the drawing of lots from amongst those who have received the same number of votes.
5. Canvassing in any form or manner by or on behalf of any Member who wishes to contest at any election for the posts of Secretary or Treasurer or one of the three members of the Executive Committee, if proved, shall be considered to be a serious disqualification, and the incumbent Executive Committee may take such action against the member as it may deem fit and proper, including debarring him from contesting in that particular election and the next two elections.

## ***Section VI*** **MEETINGS**

1. In case of an Executive Committee meeting, three members of the Committee shall form a quorum, while in the case of a Meeting of the General Body of Members, presence of one-fourth of the Permanent Members shall be required to form a quorum.
2. Annual General Meeting – The Secretary, and in his absence the Treasurer, shall annually, and as soon after the first day of April as practicable, call a General Meeting of the Club at which, amongst others, the Treasurer shall present an abstract and report of the accounts and the concerns of the Club for the previous year.
3. Special General Meeting – Any three Permanent Members may, at any time, by a notice in writing to the Secretary, require him to call, and he shall thereupon call, a Special General Meeting of the Club to consider such matter or matters as may be brought before it.

Provided that notice of such Special General Meeting shall be given at least 48 hours before the day of such meeting, and shall specify the matters to be discussed.

In case of urgency, the Secretary may call a Special General Meeting on giving such short notice and in such manner as he may think expedient in the circumstances.



*Section VII*  
**MISCELLANEOUS**

1. No member shall at any meeting be allowed to vote by proxy.
2. No publicity shall be given to any private conversation, which may take place in the Bar Library. Penalty for violation of this Rule shall be suspension and/or expulsion of the offending Member(s).
3. In exercise of its power to appoint sub-committees, the Executive Committee may appoint a three-member Book Committee from amongst the Permanent Members of the Club. Upon being appointed, the Book Committee shall be responsible for the upkeep of the library and shall suggest purchase, binding or repair, of books and periodicals, besides marking out the books that are not to be taken out of the Library from the High Court Building without special permission. The Book Committee shall also be empowered to take, with the concurrence of the Executive Committee, such action as may be necessary, including imposition of fine or recovery of the price of the damaged book or periodical, against any member who is found guilty of defacing or damaging in any manner any book or periodical belonging to the Club.
4. The following Record-Books shall be kept:-
  - Catalogue
  - Cash Book
  - Ledger
  - Journal
  - Minute Book(s)
  - Letter Book
  - Receipt Book
  - Register of Books taken out of the High Court Building(s)
  - Register of Books taken within the High Court Building(s).
5. No provision of the Constitution or the Rules can be amended or altered except at a General Body Meeting (Annual or Special), duly convened for that purpose, and by a two-third majority of the Permanent Members present and voting. Such meeting shall be called by the Secretary giving at least seven days' notice to the Members.
6. The Rules hitherto accepted and received by the Club shall be, and the same are hereby, repealed.

## **CALCUTTA BAR LIBRARY CLUB**

### **FEE RULES**

#### **PRELIMINARY**

1. These Rules may be called "Calcutta Bar Library Club Fee Rules"
2. In these Rules unless there is anything repugnant to the context: –
  - (a) The expression "Attorney" shall include a "Briefing Advocate" and a "firm of Attorneys" and a "Firm of Briefing Advocates" as well as his or their heirs, successors and assigns.
  - (b) The expression "Member" shall include his or her heirs, successors and assigns.
3. These Rules shall be applicable to all members of the Bar Library Club whether provisional or permanent.
4. The Rules shall come into effect at once.
5. All Fees dues to Members under the Fee Rules, 1924 and Fee Rules, 1975 of the Calcutta Bar shall be deemed to be due under these Rules, and all Rules made hereunder shall be applicable to all such dues.

#### **FEE COMMITTEE**

6. There shall be a Committee to be called "Fee Committee of the Calcutta Bar Library Club" consisting of five (5) members to be elected annually at a Special General Meeting convened by the General Committee of the Club. The Junior-most member elected shall be and act as the Secretary of the Fee Committee.
7. All permanent members of the Club, who are not defaulters in payment of their subscriptions, shall be eligible to seek election to the Committee and shall be entitled to vote at the election of Members of the Fee Committee.
8. Any member of the Fee Committee not attending three consecutive meetings of the Fee Committee without leave of absence shall be deemed to have vacated his office and the General Committee shall upon receipt of such intimation from the Secretary of the Fee Committee fill in the vacancy of such member by appointing a member of the General Committee.
9. The Fee Committee shall obtain such funds every year as it may need from the General Committee by making a written request for the purpose.
10. The members of the Fee Committee shall hold their office until election of the next Fee Committee.
11. Three members of the Fee Committee shall constitute a quorum and shall be entitled to transact all business under these rules.

## **FEES**

12. All original fees shall be deemed to be due and payable on the delivery of the brief to a member of the Club and all daily refreshers at the commencement of each day.

## **PROCEDURE FOR RECOVERY OF FEES**

13. Any member whose fees remain unpaid to him from any Attorney for 1 week from the date of delivery of Memorandum (in Form "A") to such Attorney requesting payment of such unpaid fees, may give notice in writing to the Secretary, Fee Committee of the said act in Form "B".
14. On receipt of such notice (in Form "B") the Secretary, Fee Committee shall forthwith send a notice in writing to such Attorney in Form "C" informing him the aggregate amount of fees appearing from such memorandum (Form B) to be due from such Attorney to the said member and that subject to provisions of Rules 17 and 18 hereof the said Attorney will be considered a defaulter and be posted as such in all the rooms of Bar Library Club unless the said aggregated amount of fees be paid by him to the said member within a fortnight from the date of such notice (Form C), and the fact of such payment is notified in writing to the Secretary, Fee Committee, Calcutta Bar Library Club, High Court, Calcutta by the member concerned.
15. All disputes regarding fees claimed from any Attorney shall be examined into by the Fee Committee, who shall determine whether such fees or any and which of them are due and payable or not or whether any extension of time for payment thereof should be allowed for any cogent or *bona fide* reason.
16. Unless an application is made by the defaulting attorney to the Fee Committee for extension of time as mentioned in Rule 17 hereof and unless such extension is granted, the Secretary of the Fee Committee shall on the expiry of a fortnight from the date of delivery of notice in Form "C" to the defaulting Attorney or on expiry of the extended date promptly cause to be posted in all the rooms of the Club and prominently displayed the name of such Attorney as a defaulter in the notice Board specified for the purpose.

## **DISCIPLINARY ACTION**

17. After the name of an Attorney has been posted and displayed as a defaulter under the last preceding Rule, no member of the Club shall accept any brief from such defaulter Attorney under any circumstances on and from the date of such display nor shall any member of the Club attend to or do any legal business or matter of such defaulter Attorney on any existing briefs. All briefs held by the Members of the Club, excepting briefs in continuing and part heard matters, shall be returned to such defaulter Attorney forthwith and in any case not later than 7 days from the date of such posting or within such time as the Fee Committee may direct, With the leave of the Hon'ble Court, Members shall be at liberty to return the briefs in any continuing and part heard matter as well.
18. No Attorney whose name has been posted as a defaulter shall be allowed to enter in any room of the Club either personally or by employees, servants or agents so long the name of the such Attorney remains so posted.
19. Any member of the club who accepts a brief from a defaulter Attorney or fails to return to such defaulter Attorney any brief held by him, excepting briefs in a continuing and part-heard

matter, or renders any professional services to such Attorney as hereinbefore stated, shall be liable to disciplinary action by the Fee Committee which may even result in expulsion of such member from the Club. The decision of the Fee Committee, however, shall be subject to confirmation by a Resolution of not less than three fourth of the permanent members of the Club residing in Calcutta or the neighbourhood at a Special General Meeting called for the purpose.

20. As soon as the name of any Attorney has been posted as a defaulter under Rule 18 hereof, all Members of the Club, to whom any fees are due from such Attorney, shall send a list of such fees to the Fee Committee who shall thereupon give notice thereof to the defaulter Attorney in Form "C", and the name of such defaulter Attorney shall remain so posted until all such fees also shall have been paid by such defaulter Attorney and the intimation thereof is given to the Fee Committee by the member(s) concerned.
21. Only upon payment of all such fees, the name of such defaulter Attorney shall be withdrawn from the list of defaulters.
22. No member of the Club shall sign a brief unless he has received in full his fees marked on such brief.

#### **MISCELLANEOUS**

23. No member of the Club shall under any circumstances agree with an Attorney to postpone payment of his fee but any member may not charge any fees due to the said member, provided he writes on the brief "fees not charged" and signs the same in token thereof.
24. Any member of the Club who
  - (a) Signs a brief without having received in full the fee marked therein, or
  - (b) Tenders or gives or consent to the retention, out of any fee paid, or payable to him of any Commission or other gratification either in cash or in kind, directly or indirectly, for procuring or having procured his employment as an Advocate in any legal business, Or
  - (c) Enters into any unprofessional bargain or arrangement with any Attorney or other person with reference to his fees, or
  - (d) Is guilty of any unbecoming or unprofessional conduct regarding fees, shall be liable to disciplinary action by the Fee Committee. Before any such disciplinary action including expulsion of such member is taken, such member shall be given hearing by the Fee Committee.
25. Subject to the provisions of Rule 21 hereof any member who has been expelled under these Rules shall automatically cease to be a member of the Club, and the General Committee shall intimate the said fact to the Bar Council of West Bengal and the Bar Council of India.
26. Every member of the Club shall be entitled to copies of these Rules on payment of such sum for each copy as the Committee may determine from time to time. A Copy of these Rules shall be sent to the Incorporated Law Society, High Court, Calcutta and the Bar Council of West Bengal for circulation among their members.
27. The memorandum and notices required by the above Rules shall be in the respective forms contained in the Schedule hereto.

## **AMENDMENT**

28. These rules may be amended only in a Special General Meeting of the Club and after two thirds of the members present having voted in favour of such Amendment.

## **REPEAL**

29. All the Fee Rules of the Calcutta Bar Library Club, i.e. of 1924 and 1975 and all Resolutions passed prior hereto relating to fees are hereby repealed.

*Schedule*

**FORM "A"**

Member to Attorney / Briefing Advocate,  
Calcutta.  
Dated.....

To  
'.....'

Dear Sir,  
In compliance with the provision of Rule 15 of the Calcutta Bar Library Club Fee Rules, I enclose  
herewith a statement showing unpaid fees due from you to me, aggregating the sum of Rs...

I shall be obliged if you pay the same within a week from the date hereof.

Memorandum

Date of

Delivery of Brief

Name of the case

Nature of Brief

Amount of fees GMs... , i.e. Rs....

**FORM "B"**

From: Member to the Fee Committee, Calcutta Bar Library Club

Dated...

To

The Secretary, Fee Committee, Calcutta Bar Library Club, High Court, Calcutta.

Dear Sir,

I beg to inform you that the following fees are due to me from the undermentioned Attorney/Briefing Advocate.

In compliance with Rule 15 of the Calcutta Bar Library Club Fee Rules, I have duly sent to the said Attorney/Briefing Advocate a memorandum of the fees so remaining unpaid to me in the prescribed form. A copy of the said Form "A" is enclosed herewith. Please take necessary action to recover the said fees from the said Attorney / Briefing Advocate under the relevant Rules.

Yours faithfully,

Name of the Attorney:

Total Amount Due: ... GMs, i.e., Rs.

Enclosure: As above.

**FORM "C"**

Notice to Attorney by the Fee Committee.  
Calcutta Bar Library Club

Date

To...

Dear Sir,

I am directed by the Fee Committee to inform you that unless the aggregate amount of Rs.... due to Mr/ Ms .. , a member of this Club under his / her Memo(s) dated . is paid by you within a fortnight from the date hereof subject to the provisions of Rule 18 of the Rules your name may be considered for posting in all the rooms of the Bar Library Club as a defaulter and the provisions of the Rules of the Fee Committee may thereupon be enforced against you without further notice.

Yours faithfully,

Hony. Secretary  
Fee Committee,  
Calcutta Bar Library Club