

Application form for Hosting All India Accounting Conference and International Seminar of IAA

(As per Clause 14 of IAA CONSTITUTION/BYE-LAWS)

Date: _____

To,
General Secretary,
Indian Accounting Association,
Dean, Professor and Head,
Department of Business Management, Saurashtra University,
Rajkot-360 005, Gujarat
Email: generalsecretaryiaa@gmail.com

Sub.: Proposal to host _____ All India Accounting Conference and International Seminar of Indian Accounting Association

Dear Sir,

Warm Greetings!!

Indian Accounting Association, _____ Branch had the meeting of the Executive Committee on _____. In the meeting, a resolution to host the _____ All India Accounting Conference and International Seminar of Indian Accounting Association by _____ Branch in association with the Faculty /Department of _____ university was unanimously passed.

We request you to kindly consider and approve our candidature for hosting _____ All India Accounting Conference and International Seminar of Indian Accounting Association in _____ with _____ (Name of Proposed Conference Secretary with Designation and full official address with Mobile and email) to be the conference secretary.

The _____ (university/college) has agreed to provide full support for hosting the All-India Accounting Conference and International Seminar. The letter from the Registrar / Vice Chancellor, _____ University (No. _____ dated _____); Resolution passed in the meeting of Faculty / Department of Commerce /Accounting / Business Administration / Management, _____ University dated _____ and Resolution of the _____ Branch of IAA are attached.

Looking forward to the approval by the august body of the Indian Accounting Association to host the All-India Accounting Conference and International Seminar by the _____ Branch and _____ University.

Sincerely,

Secretary
Indian Accounting Association, _____ Branch

Encl:

- Branch Resolution
- Registrar / Vice-Chancellor Letter
- Details of Proposed Conference Secretary

On Letter Head

INDIAN ACCOUNTING ASSOCIATION, _____ BRANCH

Address:

RESOLUTION PASSED AT THE EXECUTIVE COMMITTEE OF THE IAA, _____ BRANCH HELD ON _____ at _____ am/ pm at _____(Venue)

Resolved unanimously that Indian Accounting Association, _____ Branch to apply to the Indian Accounting Association for hosting the _____ All India Accounting Conference and International Seminar of Indian Accounting Association by _____ Branch in association with the _____ (Department / Faculty Name), _____ (University Name).

Further resolved that Prof. _____ (Name of Proposed Conference Secretary with Designation and full official address with Mobile and email) be the conference secretary.

Prof. / Dr. _____

General Secretary

Details of Proposed Conference Secretary

IAA Branch: _____ Life Membership Number: _____

Name: _____

Designation: _____

Department / College Name: (Full Address) _____

Email: _____

Mobile: _____

Specialisation _____

Details of IAA Conference Attended (Please Attach Photo Copies of Certificate)

Sr. No.	Conference Title	Organised by	Place	Date of Conference
1.				
2.				
3.				

Signature of Proposed Conference Secretary

Place: _____

Full Name:

Date: _____

IAA Constitutional Provision Regarding Conference Secretary

14. CONFERENCE SECRETARY:

(A) Qualification:

The Conference Secretary will be nominated for one year by EC subject to the approval of the AGM. while nominating, the EC shall take into account the following qualifications, He/She shall be:

- a. Life member of IAA.
- b. Not below the present or former designation of University Professor/ Principal of PG College with Accounting/Finance specialisation.
- c. Having been actively participating in the activities of IAA both at the branch level and at the Annual Conferences of IAA. He/She must have attended at least 03 Annual Conferences in the last 05 conferences.

(B) Proposal for Conference:

- a. The proposal for hosting the forthcoming Annual Conference of IAA should reach the President/General Secretary at least 07 days ahead of the date of the current Conference. The proposal shall be primarily from IAA Branch along with a copy of the resolution to that effect and also a letter from the Vice Chancellor/ Registrar (with the approval of the Vice Chancellor) of the host University expressing that all support will be provided by the university.
- b. Under exceptional circumstances when no proposal has come, the EC may relax the rule in (a) above and decide.

(A) Responsibility of Conference Secretary:

- a. Conference Secretary is responsible for organizing the Conference and to submit the Audited Conference Accounts within a period of Six months to the General Secretary/Treasurer of IAA while transferring the surplus amount to IAA corpus fund.
- b. To comply with the terms and conditions and guidelines issued by EC regarding the organizing conference.