

**SUPREME COURT OF INDIA**

**APPLICATION FOR REGISTRATION OF A CLERK**

(Order IV, Rule 13, Supreme Court Rules, 2013)

1. Name of Advocate-on-Record / firm of Advocates-on-Record on whose behalf the clerk is to be registered, along with the AOR Code(s). \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. Particulars of the clerk to be registered:
- (i) Full Name (in capitals): \_\_\_\_\_
- (ii) Father's Name: \_\_\_\_\_
- (iii) (a) Present Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(Address proof to be attested by a Gazetted Officer/Notary)
- (b) Permanent Residential Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- (c) Phone/Mobile Numbers: \_\_\_\_\_
- (iv) Age and date of birth: \_\_\_\_\_  
(10<sup>th</sup> Class Marksheet or Certificate to be attested by a Gazetted Officer/Notary)
- (v) Place of birth and nationality: \_\_\_\_\_
- (vi) Educational qualifications: \_\_\_\_\_  
(Highest qualification Certificate to be attested by a Gazetted Officer/Notary)
- (vii) Particulars of previous employment, if any: \_\_\_\_\_  
\_\_\_\_\_

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I, \_\_\_\_\_ (clerk above-named), do hereby affirm that the particulars relating to me given above are true. I hereby undertake that I shall attend the Registry regularly. I also undertake that in the event of my name being struck off from the register as clerk to Mr./Ms./M/s. \_\_\_\_\_, Advocate(s)-on-Record either on my leaving the employment or otherwise I will return the Identity Card to the Registry immediately.

( \_\_\_\_\_ )  
Signature of the Clerk

**To be filled by the Advocate-on-Record**

3. Whether the Advocate/Firm of Advocate has a clerk already registered in his/her/its employment, and whether the clerk sought to be registered is in lieu of or in addition to the clerk already registered

\_\_\_\_\_

4. Whether the clerk sought to be registered is already registered as a clerk of any other Advocate-on-Record and if so, the name of such other Advocate-on-Record.

\_\_\_\_\_ (Name of the Advocate-on-Record)

I, \_\_\_\_\_ (Advocate-on-Record) certify that the particulars given above are true to the best of my information and belief and that, I am not aware of any facts which would render undesirable the registration of said \_\_\_\_\_ (Name) as a clerk.

**(b) I, further undertake to immediately surrender the Identity Card in the event of the cancellation of the registration of my clerk, or on my being designated as Senior Advocate, or on elevation, or likewise, and I shall be personally and individually liable for any act or omission by or on behalf of my clerk as a result of the use or misuse of the Identity Card issued in favour of my clerk.**

Dated \_\_\_\_\_

Signature of Advocate/Partner of Firm of Advocates

AOR Code:

Address:

Stamp:

To,

The Registrar  
Supreme Court of India,  
New Delhi-110001

**INSTRUCTIONS**

1. In case of loss or theft of the Identity Card, F.I.R. should be lodged with the nearest Police Station and the Registry may be informed immediately.

2. A sum of Rs. 50/- shall be deposited in Cash Branch for issuance of duplicate Identity Card.

3. Defective applications will not be entertained without any further correspondence. Before filing applications at the Filing counter, please have your application checked by the concerned Branch to avoid any defect.