**Dalmia**
Securities
Private Limited

## We care, it's your money

# Client Registration Kit
## NSE | BSE

NAME

TRADING CLIENT CODE

BRANCH CODE

ACCOUNT OPENING DATE

Dear Clients,

Thank you for choosing us as the preferred platform for your trading & investment needs. We look forward to you becoming one of our valued Client and give us the pleasure of serving you. Dalmia Securities Private Limited offers you diverse opportunities to trade in various segments of various exchanges (as the case may be).

To start with, we request you to complete the relevant forms and submit the required documents. We have designed the form for ease of completion with simple instructions at relevant places to guide you along.

Should you face any difficulty in understanding the requirements, please do not hesitate to contact our executive, who will be ever willing to assist / guide you.

It shall be our endeavor as always, to provide you truly personalized & satisfying services.


**Dalmia Securities Private Limited**

Registered & Correspondence Office

Ideal Plaza, Suite S401, 4th Floor, 11/1 Sarat Bose Road, Kolkata 700020.

Phone : +91 33 6612 0500. Fax : +91 33 2280 6643.

www.dalmiasec.com


**PLEASE READ "DSPL" AS "DALMIA SECURITIES PRIVATE LIMITED" WHERE EVER IT APPEARS.**

Compliance Officer Name, Tel. No. & Email ID : Mr. Sanjay Samvedi. 033 6612 0500. s.samvedi@dalmiasec.com

Director Name, Tel. No. & Email ID; Mr Asim Ranjan Manna, 033 6612 0500, arm@dalmiasec.com

**SEBI REGISTRATION NUMBERS & DATE**

| | | |
|---|---|---|
| **NSE - CM** | INB 230645339 | 26-10-1994 |
| **NSE - F&O** | INF 230645339 | 20-06-2000 |
| **NSE - CDS** | INE 230645339 | 29-08-2008 |
| **BSE - CM** | INB 010684638 | 30-12-1998 |
| **BSE - F&O** | INF 010684638 | 06-06-2000 |

**INVESTOR GRIEVANCE**

For any grievance/dispute, please contact DSPL at the above address or email us at our investor grievance Email ID : **grievances@dalmiasec.com** and call us at 033 6612 0500

*In case not satisfied with the response, please contact the concerned exchange(s)*

| | | |
|---|---|---|
| **NSE** | ignse@nse.co.in | 022-2659 8190 |
| **BSE** | is@bseindia.com | 022-2272 8138 |

# INDEX

## MANDATORY DOCUMENTS AS PRESCRIBED BY SEBI & EXCHANGES


| S.NO. | NAME OF THE DOCUMENT | BRIEF SIGNIFICANCE OF THE DOCUMENT | PG. NO. |
|---|---|---|---|
| 1 | INSTRUCTION / CHECKLIST | Document captures the instruction / checklist for filling KYC Form | 3 - 4 |
| 2 | ACCOUNT OPENING FORM | KYC form - Document captures the basic information about the constituent | 5 - 7 |
| | | Document captures the additional information about the constituent relevant to trading account | 8 - 11 |
| 3 | RIGHTS & OBLIGATIONS | Document stating the Rights & Obligations of stock broker/trading member, sub-broker and client for trading on exchanges (including additional rights & obligations in case of internet/wireless technology based trading). | 12 - 15 |
| 4 | RISK DISCLOSURE DOCUMENT (RDD) | Document detailing risks associated with dealing in the securities market. | 16 - 18 |
| 5 | GUIDANCE NOTE | Document detailing do's and don'ts for trading on exchange, for the education of the investors. | 19 - 19 |
| 6 | POLICIES & PROCEDURES | Document describing significant policies and procedures of the stock broker | 20 - 22 |
| 7 | TARIFF SHEET | Document detailing the rate/amount of brokerage and other charges levied on the client for trading on the stock exchange(s) | 22 - 22 |


## VOLUNTARY DOCUMENTS


| | | |
|---|---|---|
| 1 | ANTI-MONEY LAUNDERING (AML) - COMBATING FINANCING OF TERRORISM (CFT) - LITERATURE | 24 - 26 |
| 2 | INFORMATION TO BE PROVIDED BY THE CLIENT IN RELATION TO THE PMLA, 2002 | 27 - 27 |
| 3 | AUTHORITY LETTER FOR RUNNING ACCOUNTS | 28 - 28 |
| 4 | DECLARATION / LETTER OF UNDERSTANDING | 29 - 29 |
| 5 | INTER-SETTLEMENT OF SECURITIES | 29 - 29 |
| 6 | CONSENT LETTER FOR DIGITAL COMMUNICATION - ECN | 30 - 30 |
| 7 | DECLARATION FOR MOBILE NUMBER | 31 - 31 |
| 8 | AUTHORISING FOR DEBITING DP CHARGES | 31 - 31 |
| 9 | ELECTRONIC PAYOUT REQUEST | 32 - 32 |
| 10 | BANK VERIFICATION LETTER | 33 - 33 |
| 11 | TRADING A/C. TO BE MAPPED WITH BANK ACCOUNT | 33 - 33 |
| 12 | AUTHORITY TO PLACE INSTRUCTIONS | 34 - 34 |
| 13 | AUTHORITY TO SIGN, EXECUTE AND/OR ACKNOWLEDGE ANY DOCUMENT | 34 - 34 |
| 14 | WAIVER OF DISCLAIMER CLAUSE FOR TECHNICAL CALLS | 34 - 34 |
| 15 | DISCLAIMER CLAUSE | 35 - 35 |
| 16 | SMS AND EMAIL ALERTS TO INVESTORS BY STOCK EXCHANGES | 36 - 36 |
| 17 | BSE StAR MF / MFSS FACILITY | 36 - 36 |
| 18 | DETAILS OF TERMS & CONDITIONS FOR THE INVESTOR / CLIENT FOR USING NEW BSE StAR MF / MFSS FACILITY | 37 - 37 |

# INDEX

## FORMATS


| | | |
|---|---|---|
| 1 | DECLARATION OF SOLE PROPRIETORSHIP / PARTNERSHIP FIRM | 39 - 39 |
| 2 | DECLARATION BY KARTA & ALL CO-PARCENERS IN CASE OF HUF ACCOUNT | 40 - 40 |
| 3 | AUTHORITY LETTER IN FAVOUR OF MANAGING PARTNER (S) | 41 - 41 |
| 4 | DECLARATION OF NRI CLIENT | 41 - 41 |
| 5 | NRIs - TERMS & CONDITION IN DERIVATIVES | 42 - 42 |
| 6 | BOARD RESOLUTION IN CASE OF CORPORATE / TRUST | 43 - 43 |
| 7 | SHARE HOLDING PATTERN OF CORPORATE CLIENTS | 44 - 44 |


## DISCLOSURE INFORMATION OF PROPRIETARY TRADING

To increase transparency in the dealings between us as a Trading Member and you as a Client we do hereby disclose that apart from Client Based Trading, we also do Proprietary Based Trading (self account) in ALL SEGMENTS of ALL EXCHANGES in which we are members. You are requested to please take a note of the same.

## INSTRUCTIONS / CHECK LIST FOR FILLING KYC FORM

**A. IMPORTANT POINTS:**

1. Self attested copy of PAN card is mandatory for all clients, including Promoters/Partners/Karta/Trustees and whole time directors and persons authorized to deal in securities on behalf of company/firm/others.
2. Copies of all the documents submitted by the applicant should be self-attested and accompanied by originals for verification. In case the original of any document is not produced for verification, then the copies should be properly attested by entities authorized for attesting the documents, as per the below mentioned list.
3. If any proof of identity or address is in a foreign language, then translation into English is required.
4. Name & address of the applicant mentioned on the KYC form, should match with the documentary proof submitted.
5. If correspondence & permanent address are different, then proofs for both have to be submitted.
6. Sole proprietor must make the application in his individual name & capacity.
7. For non-residents and foreign nationals, (allowed to trade subject to RBI and FEMA guidelines), copy of passport/PIO Card/OCI Card and overseas address proof is mandatory.
8. For foreign entities, CIN is optional; and in the absence of DIN no. for the directors, their passport copy should be given.
9. In case of Merchant Navy NRI's, Mariner's declaration or certified copy of CDC (Continuous Discharge Certificate) is to be submitted.
10. For opening an account with Depository participant or Mutual Fund, for a minor, photocopy of the School Leaving Certificate / Mark sheet issued by Higher Secondary Board / Passport of Minor / Birth Certificate must be provided.
11. Politically Exposed Persons (PEP) are defined as individuals who are or have been entrusted with prominent public functions in a foreign country, e.g., Heads of States or of Governments, senior politicians, senior Government/judicial/ military officers, senior executives of state owned corporations, important political party officials, etc.

**B. Proof of Identity (POI):**

*List of documents admissible as Proof of Identity:*

1. Unique Identification Number (UID) (Aadhaar)/ Passport/ Voter ID card/ Driving license.
2. PAN card with photograph.
3. Identity card/ document with applicant's Photo, issued by any of the following: Central / State Government and its Departments, Statutory / Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions, Colleges affiliated to Universities, Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council etc., to their Members; and Credit cards/Debit cards issued by Banks.

**C. Proof of Address (POA):**

*List of documents admissible as Proof of Address:*

*(*Documents having an expiry date should be valid on the date of submission.)*

1. Passport/ Voters Identity Card/ Ration Card/ Registered Lease or Sale Agreement of Residence/ Driving License/ Flat Maintenance bill/ Insurance Copy.
2. Utility bills like Telephone Bill (only land line), Electricity bill or Gas bill - Not more than 3 months old.
3. Bank Account Statement/Passbook - Not more than 3 months old.
4. Self-declaration by High Court and Supreme Court judges, giving the new address in respect of their own accounts.
5. Proof of address issued by any of the following: Bank Managers of Scheduled Commercial Banks / Scheduled Co-Operative Bank / Multinational Foreign Banks / Gazetted Officer/Notary public / Elected representatives to the Legislative Assembly / Parliament / Documents issued by any Govt. or Statutory Authority.
6. Identity card / document with address, issued by any of the following: Central / State Government and its Departments, Statutory / Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions, Colleges affiliated to Universities and Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council etc., to their Members.
7. For FII/sub account, Power of Attorney given by FII/sub-account to the Custodians (which are duly notarized and/or apostiled or consularised) that gives the registered address should be taken.
8. The proof of address in the name of the spouse may be accepted.

**D. Exemptions/clarifications to PAN**

*(*Sufficient documentary evidence in support of such claims to be collected.)*

1. In case of transactions undertaken on behalf of Central Government and/or State Government and by officials appointed by Courts e.g. Official liquidator, Court receiver etc.
2. Investors residing in the state of Sikkim.
3. UN entities/multilateral agencies exempt from paying taxes/filing tax returns in India.
4. SIP of Mutual Funds upto Rs 50, 000/- p.a.
5. In case of institutional clients, namely, FIIs, MFs, VCFs, FVCIs, Scheduled Commercial Banks, Multilateral and Bilateral Development Financial Institutions, State Industrial Development Corporations, Insurance Companies registered with IRDA and Public Financial Institution as defined under section 4A of the Companies Act, 1956, Custodians shall verify the PAN card details with the original PAN card and provide duly certified copies of such verified PAN details to the intermediary.

**E. List of people authorized to attest the documents:**

1. Notary Public, Gazetted Officer, Manager of a Scheduled Commercial/ Co-operative Bank or Multinational Foreign Banks (Name, Designation & Seal should be affixed on the copy).
2. In case of NRIs, authorized officials of overseas branches of Scheduled Commercial Banks registered in India, Notary Public, Court Magistrate, Judge, Indian Embassy /Consulate General in the country where the client resides are permitted to attest the documents.

**F. In case of Non-Individuals, additional documents to be obtained from non-individuals, over & above the POI & POA, as mentioned below:**

**FOR CORPORATES**

- Copy of the balance sheets for the last 2 financial years (to be submitted every year).
- Copy of latest share holding pattern including list of all those holding control, either directly or indirectly, in the company in terms of SEBI takeover Regulations, duly certified by the company secretary/Whole time director/MD (to be submitted every year).
- Photograph, POI, POA, PAN and DIN numbers of whole time directors/two directors in charge of day to day operations.
- Photograph, POI, POA, PAN of individual promoters holding control - either directly or indirectly.
- Copies of the Memorandum and Articles of Association and certificate of incorporation.
- Copy of the Board Resolution for investment in securities market.
- Authorised signatories list with specimen signatures.

**FOR PARTNERSHIP FIRM**

- Copy of the balance sheets for the last 2 financial years (to be submitted every year).
- Certificate of registration (for registered partnership firms only).
- Copy of partnership deed.
- Authorised signatories list with specimen signatures.
- Photograph, POI, POA, PAN of Partners.

**FOR TRUST**

- Copy of the balance sheets for the last 2 financial years (to be submitted every year).
- Certificate of registration (for registered trust only).
- Copy of Trust deed.
- List of trustees certified by managing trustees/CA.
- Photograph, POI, POA, PAN of Trustees.

**FOR HUF**

- PAN of HUF.
- Deed of declaration of HUF/ List of coparceners.
- Bank pass-book/bank statement in the name of HUF.
- Photograph, POI, POA, PAN of Karta.

**FOR UNINCORPORATED ASSOCIATION OR A BODY OF INDIVIDUALS**

- Proof of Existence/Constitution document.
- Resolution of the managing body & Power of Attorney granted to transact business on its behalf.
- Authorized signatories list with specimen signatures.

**FOR BANKS/INSTITUTIONAL INVESTORS**

- Copy of the constitution/registration or annual report/balance sheet for the last 2 financial years.
- Authorized signatories list with specimen signatures.

**FOR FOREIGN INSTITUTIONAL INVESTORS (FII)**

- Copy of SEBI registration certificate.
- Authorized signatories list with specimen signatures.

**FOR ARMY/ GOVERNMENT BODIES**

- Self-certification on letterhead.
- Authorized signatories list with specimen signatures.

**FOR REGISTERED SOCIETY**

- Copy of Registration Certificate under Societies Registration Act.
- List of Managing Committee members.
- Committee resolution for persons authorised to act as authorised signatories with specimen signatures.
- True copy of Society Rules and Bye Laws certified by the Chairman / Secretary.

## ADDITIONAL DOCUMENTS IN CASE IF TRADING IN DERIVATIVES SEGMENTS

1. Illustrative list:
   - Copy of ITR Acknowledgement
   - Copy of Annual Accounts
   - In case of salary income - Salary Slip, Copy of Form 16
   - Net worth certificate
   - Copy of demat account holding statement.
   - Bank Account statement for last 6 months
   - Any other relevant documents substantiating ownership of assets.
   - Self declaration with relevant supporting documents.

   **In respect of other clients, documents as per risk management policy of the stock broker need to be provided by the client from time to time.*
2. Copy of cancelled cheque leaf/ pass book/bank statement specifying name of the constituent, MICR Code or/and IFSC Code of the bank should be submitted.
3. Demat master or recent holding statement issued by DP bearing name of the client.
4. For individuals:
   a. Stock broker has an option of doing 'in-person' verification through web camera at the branch office of the stock broker/sub-broker's office.
   b. In case of non-resident clients, employees at the stock broker's local office, overseas can do in-person' verification. Further, considering the infeasibility of carrying out 'In-person' verification of the non-resident clients by the stock broker's staff, attestation of KYC documents by Notary Public, Court, Magistrate, Judge, Local Banker, Indian Embassy / Consulate General in the country where the client resides may be permitted.
5. For non-individuals:
   a. Form need to be initialized by all the authorized signatories.
   b. Copy of Board Resolution or declaration (on the letterhead) naming the persons authorized to deal in securities on behalf of company/firm/others and their specimen signatures.

# KNOW YOUR CLIENT (KYC) APPLICATION FORM - FOR INDIVIDUALS

Please fill this form in ENGLISH and in BLOCK LETTERS.

## A. IDENTITY DETAILS

**PHOTOGRAPH** Please affix your recent passport size photograph and sign across it

**Name of the Applicant**

Father's / Spouse Name

Gender ☐ Male ☐ Female | Marital Status ☐ Single ☐ Married | Date of Birth

Nationality | Status ☐ Resident Individual ☐ Non Resident ☐ Foreign National

PAN | UID / Aadhaar, if any :

Specify the proof of Identity submitted

## B. ADDRESS DETAILS

Address for Correspondence

City / Town / Village | PIN | State | Country

Phone (Office) | Phone (Resi.) | Mobile

Fax | Email

Specify the proof of address submitted for correspondence address

Permanent Address *(if different from above or overseas address, mandatory for Non-Resident Applicant)*

City / Town / Village | PIN | State | Country

Specify the proof of address submitted for permanent address

## C. OTHER DETAILS

Gross Annual Income Details (please specify) : Income Range per annum:

☐ 0-1 Lac ☐ 1-5 Lacs ☐ 5-10 Lacs ☐ 10-25 Lacs ☐ >25 Lacs

**or** Net-worth as on date ______________ Rs. ____________________ (Net worth should not be older than 1 year)

Occupation *(please tick any one and give brief details):*
☐ Private Sector ☐ Public Sector ☐ Government Service ☐ Business
☐ Professional ☐ Agriculturist ☐ Retired ☐ Housewife
☐ Student ☐ Others *(please specify)* ........................................

Please tick, if applicable ☐ Politically Exposed Person (PEP) ☐ Related to a Politically Exposed Person (PEP)

Any Other Information

## DECLARATION

I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief and I undertake to inform you of any changes therein, immediately. In case any of the above information is found to be false or untrue or misleading or misrepresenting, I am aware that I may be held liable for it.

**SIGNATURE OF THE APPLICANT / CLIENT**

D D M M Y Y Y Y

# KNOW YOUR CLIENT (KYC) APPLICATION FORM - FOR NON INDIVIDUALS

Please fill this form in ENGLISH and in BLOCK LETTERS.

## A. IDENTITY DETAILS

PHOTOGRAPH
Please affix your recent passport size photograph and sign across it

**Name of the Applicant**

Date of Incorporation    Place of Incorporation

Date of commencement of business

PAN    Registration No. (e.g. CIN)

Status *(please tick any one)*
☐ Private Limited Co. ☐ Public Ltd. Co. ☐ Body Corporate ☐ Partnership ☐ Trust ☐ Charities
☐ NGO's ☐ FI ☐ FII ☐ HUF ☐ AOP ☐ Bank ☐ Society ☐ BOI ☐ LLP
☐ Government Body ☐ Non-Government Org. ☐ Defence Establishment ☐ Others ______________

## B. ADDRESS DETAILS

Address for Correspondence

City / Town / Village    PIN    State    Country

Phone (Office)    Phone (Resi.)    Mobile

Fax    Email

Specify the proof of address submitted for correspondence address

Registered Address *(if different from above)*:

City / Town / Village    PIN    State    Country

Specify the proof of address submitted for registered address

## C. OTHER DETAILS

Gross Annual Income Details (please specify) : Income Range per annum:
☐ 0-1 Lac ☐ 1-5 Lacs ☐ 5-10 Lacs ☐ 10-25 Lacs ☐ 25 Lacs - 1 Crore ☐ >1 Crore

Net-worth as on date ____________ Rs. ______________ (*Net worth should not be older than 1 year)

Please tick, if applicable, for any of your authorized signatories/Promoters/Partners/Karta/Trustees/Whole Time Directors:
☐ Politically Exposed Person (PEP) ☐ Related to a Politically Exposed Person (PEP)

Any Other Information

## DECLARATION

I/We hereby declare that the details furnished above are true and correct to the best of my/our knowledge and belief and I/we undertake to inform you of any changes therein, immediately. In case any of the above information is found to be false or untrue or misleading or misrepresenting, I am/we are aware that I/we may be held liable for it.

NAME & SIGNATURE OF THE AUTHORISED SIGNATORY

D D M M Y Y Y Y

**DETAILS OF PROMOTERS / WHOLE TIME DIRECTOR / TRUSTEES / PARTNERS / KARTA OF HUF / AUTHORISED PERSON TO DEAL IN SECURITIES ON BEHALF OF THE ENTITY / PERSON.** *(Use separate sheet in case space provided is not sufficient)*

| PARTICULARS | 1st Signatory | 2nd Signatory | 3rd Signatory | 4th Signatory | 5th Signatory | 6th Signatory |
|---|---|---|---|---|---|---|
| Full Name | | | | | | |
| Designation | | | | | | |
| Residence Address with PIN Code | | | | | | |
| Contact Nos. | | | | | | |
| PAN | | | | | | |
| DIN / UID | | | | | | |
| Equity Stake % | | | | | | |
| Proof of Identity | | | | | | |
| Proof of Address | | | | | | |
| Photograph | Please affix your recent passport size photograph and sign across it | Please affix your recent passport size photograph and sign across it | Please affix your recent passport size photograph and sign across it | Please affix your recent passport size photograph and sign across it | Please affix your recent passport size photograph and sign across it | Please affix your recent passport size photograph and sign across it |
| **Signature** | | | | | | |

**FOR INDIVIDUALS & NON-INDIVIDUALS**

## A. BANK ACCOUNT(S) DETAILS

| | First Account (Default) | Second Account | Third Account |
|---|---|---|---|
| Bank Name | | | |
| Branch Name | | | |
| Branch Address | | | |
| Bank Account No. | | | |
| Account Type - *Saving/ Current / Others - In case of NRI/NRE/NRO* | | | |
| MICR Number | | | |
| IFSC Code | | | |

## B. DEPOSITORY ACCOUNT(S) DETAILS

| | | | |
|---|---|---|---|
| DP Name | | | |
| Depository Name NSDL / CDSL | | | |
| DP ID | | | |
| Beneficiary ID (BO ID) | | | |
| Beneficiary Name 1 | | | |
| Beneficiary Name 2 | | | |
| Beneficiary Name 3 | | | |

## C. TRADING PREFERENCES

*Please sign in the relevant segment where you wish to trade. The segment not chosen should be struck off by the client.

**NSE-CM** SIGNATURE OF THE CLIENT

**NSE-F&O** SIGNATURE OF THE CLIENT

**NSE-CDS** SIGNATURE OF THE CLIENT

**BSE-CM** SIGNATURE OF THE CLIENT

**BSE-F&O** SIGNATURE OF THE CLIENT

**BSE - MF** SIGNATURE OF THE CLIENT

**NSE - IBT** SIGNATURE OF THE CLIENT

**BSE - IBT** SIGNATURE OF THE CLIENT

**NSE - MF** SIGNATURE OF THE CLIENT

# If, in future, the client wants to trade on any new segment/new exchange, separate authorization/letter should be taken from the client by the stock broker.

## D. PAST ACTIONS

Details of any action/proceedings initiated/pending/ taken by SEBI/ Stock exchange/any other authority against the applicant/constituent or its Partners/promoters/whole time directors/authorized persons in charge of dealing in securities during the last 3 years: ______________________

______________________

## E. DEALINGS THROUGH SUB-BROKERS AND OTHER STOCK BROKERS

***If client is dealing through the sub-broker, provide the following details:***

| | | |
|---|---|---|
| Sub-broker's Name | | SEBI Registration number |
| Registered office address | | |
| Phone | Fax | Signature of Sub-Broker *(optional)* |
| Website | | |
| Email ID | | |

**Whether dealing with any other stock broker/sub-broker**

*(if case dealing with multiple stock brokers/sub-brokers, provide details of all)*

| | |
|---|---|
| Name of stock broker | Name of Sub-Broker, if any |
| Client Code | Exchange |
| Details of disputes/dues pending from/to such stock broker/sub- broker | |

## F. ADDITIONAL DETAILS

Whether you wish to receive Physical Contract Note or Electronic Contract Note (ECN) *(please specify)* : __________

Specify your Email id, if applicable: ______________________

Whether you wish to avail of the facility of internet trading/wireless technology *(please specify)* : __________

Number of years of Investment/Trading Experience

Any other information

## G. INTRODUCER DETAILS *(optional)*

Name of the Introducer *(Surname - Name - Middle Name)*

Status of the Introducer ☐ Sub-broker ☐ Remisier ☐ Authorized Person ☐ Existing Client ☐ Others, please specify........................

Address of the Introducer

| | |
|---|---|
| Phone No. of the Introducer | Signature of the Introducer |
| Mobile No. of the Introducer | |

## H. NOMINATION DETAILS *(for individuals only)*

| ☐ I/We wish to nominate | ☐ I/We do not wish to nominate | **PHOTOGRAPH** Please affix your recent passport size photograph and sign across it | **PHOTOGRAPH** Please affix your recent passport size photograph and sign across it |
|---|---|---|---|
| Name of the Nominee | | | |
| Relationship with the Nominee | | | |
| PAN of Nominee | Date of Birth of Nominee | | |
| Address of the Nominee | | | |
| Phone No. of the Nominee | | | |

**If Nominee is a minor, details of guardian**

| | |
|---|---|
| Name of Guardian | |
| Address of Guardian | |
| Phone No. of Guardian | Signature of Guardian |
| Mobile No. of Guardian | |

**WITNESSES** *(Only applicable in case the account holder has made nomination)*

| | |
|---|---|
| Name | Name |
| Signature | Signature |
| Address | Address |

## DECLARATION

1. I/We hereby declare that the details furnished above are true and correct to the best of my/our knowledge and belief and I/we undertake to inform you of any changes therein, immediately. In case any of the above information is found to be false or untrue or misleading or misrepresenting, I am/we are aware that I/we may be held liable for it.
2. I/We confirm having read/been explained and understood the contents of the document on policy and procedures of the stock broker and the tariff sheet.
3. 3. I/We further confirm having read and understood the contents of the 'Rights and Obligations' document(s), 'Risk Disclosure Document' and 'Do's and Don'ts'. I/We do hereby agree to be bounded by such provisions as outlined in these documents. I/We do hereby prefer to take the copies of such standard documents in electronic/physical mode. I/We have also been informed that the standard set of documents has been displayed for information on stock broker's designated website.

D D M M Y Y Y Y | PLACE | **SIGNATURE OF CLIENT / (All) AUTHORIZED SIGNATORY (ies)**

## FOR OFFICE USE ONLY

☐ (Originals verified) True copies of documents received

☐ (Self-Attested) Self Certified Document copies received

D D M M Y Y Y Y

| UCC Code allotted to the Client | File Reference No. |
|---|---|

| | DOCUMENTS VERIFIED WITH ORIGINALS | CLIENT INTERVIEWED BY | IN-PERSON VERIFICATION DONE BY |
|---|---|---|---|
| Name of the Employee | | | |
| Employee Code | | | |
| Designation of the employee | | | |
| Date | | | |
| Signature of the Employee | | | |

I/We undertake that I/we have made the client aware of 'policy and procedure', tariff sheet and all the non-mandatory documents. I/We have also made the client aware of 'Rights and Obligations' document(s) 'Risk Disclosure Document', 'Do's and Don'ts' and Guidance Note. I/We have given/sent him a copy of all the KYC documents and the standard documents in physical/electronic mode as per client's preference. I/We undertake that any change in the 'Policy and Procedures', tariff sheet and all the non-mandatory documents would be duly intimated to the clients as per their preference. I/We also undertake that any change in the 'Rights and Obligations' document(s), 'Risk Disclosure Document' and 'Do's and Don'ts' would be made available on our website, for the information of the clients.

SIGNATURE OF THE AUTHORISED SIGNATORY

SEAL / STAMP OF THE STOCK BROKER

## RIGHTS AND OBLIGATIONS OF STOCK BROKERS, SUB-BROKERS AND CLIENTS

(AS PRESCRIBED BY SEBI AND STOCK EXCHANGES)

1. The client shall invest/trade in those securities / contracts / other instruments admitted to dealings on the Exchanges as defined in the Rules, Byelaws and Regulations of Exchanges/ Securities and Exchange Board of India (SEBI) and circulars/notices issued there under from time to time.
2. The stock broker, sub-broker and the client shall be bound by all the Rules, Byelaws and Regulations of the Exchange and circulars/notices issued there under and Rules and Regulations of SEBI and relevant notifications of Government authorities as may be in force from time to time.
3. The client shall satisfy itself of the capacity of the stock broker to deal in securities and/or deal in derivatives contracts and wishes to execute its orders through the stock broker and the client shall from time to time continue to satisfy itself of such capability of the stock broker before executing orders through the stock broker.
4. The stock broker shall continuously satisfy itself about the genuineness and financial soundness of the client and investment objectives relevant to the services to be provided.
5. The stock broker shall take steps to make the client aware of the precise nature of the Stock broker's liability for business to be conducted, including any limitations, the liability and the capacity in which the stock broker acts.
6. The sub-broker shall provide necessary assistance and co-operate with the stock broker in all its dealings with the client(s).

**CLIENT INFORMATION**

7. The client shall furnish all such details in full as are required by the stock broker in "Account Opening Form" with supporting details, made mandatory by stock exchanges/SEBI from time to time.
8. The client shall familiarize himself with all the mandatory provisions in the Account Opening documents. Any additional clauses or documents specified by the stock broker shall be non-mandatory, as per terms & conditions accepted by the client.
9. The client shall immediately notify the stock broker in writing if there is any change in the information in the 'account opening form' as provided at the time of account opening and thereafter; including the information on winding up petition/insolvency petition or any litigation which may have material bearing on his capacity. The client shall provide/update the financial information to the stock broker on a periodic basis.
10. The stock broker and sub-broker shall maintain all the details of the client as mentioned in the account opening form or any other information pertaining to the client, confidentially and that they shall not disclose the same to any person/authority except as required under any law/regulatory requirements. Provided however that the stock broker may so disclose information about his client to any person or authority with the express permission of the client.

**MARGINS**

11. The client shall pay applicable initial margins, withholding margins, special margins or such other margins as are considered necessary by the stock broker or the Exchange or as may be directed by SEBI from time to time as applicable to the segment(s) in which the client trades. The stock broker is permitted in its sole and absolute discretion to collect additional margins (even though not required by the Exchange, Clearing House/Clearing Corporation or SEBI) and the client shall be obliged to pay such margins within the stipulated time.
12. The client understands that payment of margins by the client does not necessarily imply complete satisfaction of all dues. In spite of consistently having paid margins, the client may, on the settlement of its trade, be obliged to pay (or entitled to receive) such further sums as the contract may dictate/require.

**TRANSACTIONS AND SETTLEMENTS**

13. The client shall give any order for buy or sell of a security / derivatives contract in writing or in such form or manner, as may be mutually agreed between the client and the stock broker. The stock broker shall ensure to place orders and execute the trades of the client, only in the Unique Client Code assigned to that client.
14. The stock broker shall inform the client and keep him apprised about trading/settlement cycles, delivery/payment schedules, any changes therein from time to time, and it shall be the responsibility in turn of the client to comply with such schedules/procedures of the relevant stock exchange where the trade is executed.
15. The stock broker shall ensure that the money/securities deposited by the client shall be kept in a separate account, distinct from his/its own account or account of any other client and shall not be used by the stock broker for himself/itself or for any other client or for any purpose other than the purposes mentioned in Rules, Regulations, circulars, notices, guidelines of SEBI and/or Rules, Regulations, Bye-laws, circulars and notices of Exchange.
16. Where the Exchange(s) cancels trade(s) suo moto all such trades including the trade/s done on behalf of the client shall ipso facto stand cancelled, stock broker shall be entitled to cancel the respective contract(s) with client(s).
17. The transactions executed on the Exchange are subject to Rules, Byelaws and Regulations and circulars/notices issued thereunder of the Exchanges where the trade is executed and all parties to such trade shall have submitted to the jurisdiction of such court as may be specified by the Byelaws and Regulations of the Exchanges where the trade is executed for the purpose of giving

effect to the provisions of the Rules, Byelaws and Regulations of the Exchanges and the circulars/notices issued thereunder.

**BROKERAGE**

18. The Client shall pay to the stock broker brokerage and statutory levies as are prevailing from time to time and as they apply to the Client's account, transactions and to the services that stock broker renders to the Client. The stock broker shall not charge brokerage more than the maximum brokerage permissible as per the rules, regulations and bye-laws of the relevant stock exchanges and/or rules and regulations of SEBI.

**LIQUIDATION AND CLOSE OUT OF POSITION**

19. Without prejudice to the stock broker's other rights (including the right to refer a matter to arbitration), the client understands that the stock broker shall be entitled to liquidate/close out all or any of the client's positions for nonpayment of margins or other amounts, outstanding debts, etc. and adjust the proceeds of such liquidation/close out, if any, against the client's liabilities/obligations. Any and all losses and financial charges on account of such liquidation/closing-out shall be charged to and borne by the client.
20. In the event of death or insolvency of the client or his/its otherwise becoming incapable of receiving and paying for or delivering or transferring securities which the client has ordered to be bought or sold, stock broker may close out the transaction of the client and claim losses, if any, against the estate of the client. The client or his nominees, successors, heirs and assignee shall be entitled to any surplus which may result there from. The client shall note that transfer of funds/securities in favor of a Nominee shall be valid discharge by the stock broker against the legal heir.
21. The stock broker shall bring to the notice of the relevant Exchange the information about default in payment / delivery and related aspects by a client. In case where defaulting client is a corporate entity / partnership / proprietary firm or any other artificial legal entity, then the name(s) of Director(s) / Promoter(s) / Partner(s) / Proprietor as the case may be, shall also be communicated by the stock broker to the relevant Exchange(s).

**DISPUTE RESOLUTION**

22. The stock broker shall provide the client with the relevant contact details of the concerned Exchanges and SEBI.
23. The stock broker shall co-operate in redressing grievances of the client in respect of all transactions routed through it and in removing objections for bad delivery of shares, rectification of bad delivery, etc.
24. The client and the stock broker shall refer any claims and/or disputes with respect to deposits, margin money, etc., to arbitration as per the Rules, Byelaws and Regulations of the Exchanges where the trade is executed and circulars/notices issued thereunder as may be in force from time to time.
25. The stock broker shall ensure faster settlement of any arbitration proceedings arising out of the transactions entered into between him vis-à-vis the client and he shall be liable to implement the arbitration awards made in such proceedings.
26. The client/stock-broker understands that the instructions issued by an authorized representative for dispute resolution, if any, of the client/stock-broker shall be binding on the client/stock-broker in accordance with the letter authorizing the said representative to deal on behalf of the said client/stock-broker.

**TERMINATION OF RELATIONSHIP**

27. This relationship between the stock broker and the client shall be terminated; if the stock broker for any reason ceases to be a member of the stock exchange including cessation of membership by reason of the stock broker's default, death, resignation or expulsion or if the certificate is cancelled by the Board.
28. The stock broker, sub-broker and the client shall be entitled to terminate the relationship between them without giving any reasons to the other party, after giving notice in writing of not less than one month to the other parties. Notwithstanding any such termination, all rights, liabilities and obligations of the parties arising out of or in respect of transactions entered into prior to the termination of this relationship shall continue to subsist and vest in/be binding on the respective parties or his/its respective heirs, executors, administrators, legal representatives or successors, as the case may be.
29. In the event of demise/insolvency of the sub-broker or the cancellation of his/its registration with the Board or/withdrawal of recognition of the sub-broker by the stock exchange and/or termination of the agreement with the sub broker by the stock broker, for any reason whatsoever, the client shall be informed of such termination and the client shall be deemed to be the direct client of the stock broker and all clauses in the 'Rights and Obligations' document(s) governing the stock broker, sub-broker and client shall continue to be in force as it is, unless the client intimates to the stock broker his/its intention to terminate their relationship by giving a notice in writing of not less than one month.

**ADDITIONAL RIGHTS AND OBLIGATIONS**

30. The stock broker shall ensure due protection to the client regarding client's rights to dividends, rights or bonus shares, etc. in respect of transactions routed through it and it shall not do anything which is likely to harm the interest of the client with whom and for whom they may have had transactions in securities.
31. The stock broker and client shall reconcile and settle their accounts from time to time as per the Rules, Regulations, Bye Laws, Circulars, Notices and Guidelines issued by SEBI and the relevant Exchanges where the trade is executed.

32. The stock broker shall issue a contract note to his constituents for trades executed in such format as may be prescribed by the Exchange from time to time containing records of all transactions including details of order number, trade number, trade time, trade price, trade quantity, details of the derivatives contract, client code, brokerage, all charges levied etc. and with all other relevant details as required therein to be filled in and issued in such manner and within such time as prescribed by the Exchange. The stock broker shall send contract notes to the investors within one working day of the execution of the trades in hard copy and/or in electronic form using digital signature.
33. The stock broker shall make pay out of funds or delivery of securities, as the case may be, to the Client within one working day of receipt of the payout from the relevant Exchange where the trade is executed unless otherwise specified by the client and subject to such terms and conditions as may be prescribed by the relevant Exchange from time to time where the trade is executed.
34. The stock broker shall send a complete `Statement of Accounts' for both funds and securities in respect of each of its clients in such periodicity and format within such time, as may be prescribed by the relevant Exchange, from time to time, where the trade is executed. The Statement shall also state that the client shall report errors, if any, in the Statement within such time as may be prescribed by the relevant Exchange from time to time where the trade was executed, from the receipt thereof to the Stock broker.
35. The stock broker shall send daily margin statements to the clients. Daily Margin statement should include, interalia, details of collateral deposited, collateral utilized and collateral status (available balance/due from client) with break up in terms of cash, Fixed Deposit Receipts (FDRs), Bank Guarantee and securities.
36. The Client shall ensure that it has the required legal capacity to, and is authorized to, enter into the relationship with stock broker and is capable of performing his obligations and undertakings hereunder. All actions required to be taken to ensure compliance of all the transactions, which the Client may enter into shall be completed by the Client prior to such transaction being entered into.

**ELECTRONIC CONTRACT NOTES (ECN)**

37. In case, client opts to receive the contract note in electronic form, he shall provide an appropriate e-mail id to the stock broker. The client shall communicate to the stock broker any change in the email-id through a physical letter. If the client has opted for internet trading, the request for change of email id may be made through the secured access by way of client specific user id and password.
38. The stock broker shall ensure that all ECNs sent through the e-mail shall be digitally signed, encrypted, non-tamper able and in compliance with the provisions of the IT Act, 2000. In case, ECN is sent through e-mail as an attachment, the attached file shall also be secured with the digital signature, encrypted and non-tamperable.
39. The client shall note that non-receipt of bounced mail notification by the stock broker shall amount to delivery of the contract note at the e-mail ID of the client.
40. The stock broker shall retain ECN and acknowledgement of the e-mail in a soft and non-tamperable form in the manner prescribed by the exchange in compliance with the provisions of the IT Act, 2000 and as per the extant rules / regulations / circulars / guidelines issued by SEBI/Stock Exchanges from time to time. The proof of delivery i.e., log report generated by the system at the time of sending the contract notes shall be maintained by the stock broker for the specified period under the extant regulations of SEBI/stock exchanges. The log report shall provide the details of the contract notes that are not delivered to the client/e-mails rejected or bounced back. The stock broker shall take all possible steps to ensure receipt of notification of bounced mails by him at all times within the stipulated time period under the extant regulations of SEBI/stock exchanges.
41. The stock broker shall continue to send contract notes in the physical mode to such clients who do not opt to receive the contract notes in the electronic form. Wherever the ECNs have not been delivered to the client or has been rejected (bouncing of mails) by the e-mail ID of the client, the stock broker shall send a physical contract note to the client within the stipulated time under the extant regulations of SEBI/stock exchanges and maintain the proof of delivery of such physical contract notes.
42. In addition to the e-mail communication of the ECNs to the client, the stock broker shall simultaneously publish the ECN on his designated web-site, if any, in a secured way and enable relevant access to the clients and for this purpose, shall allot a unique user name and password to the client, with an option to the client to save the contract note electronically and/or take a print out of the same.

**LAW AND JURISDICTION**

43. In addition to the specific rights set out in this document, the stock broker, sub-broker and the client shall be entitled to exercise any other rights which the stock broker or the client may have under the Rules, Bye-laws and Regulations of the Exchanges in which the client chooses to trade and circulars/notices issued thereunder or Rules and Regulations of SEBI.
44. The provisions of this document shall always be subject to Government notifications, any rules, regulations, guidelines and circulars/notices issued by SEBI and Rules, Regulations and Bye laws of the relevant stock exchanges, where the trade is executed, that may be in force from time to time.
45. The stock broker and the client shall abide by any award passed

by the Arbitrator(s) under the Arbitration and Conciliation Act, 1996. However, there is also a provision of appeal within the stock exchanges, if either party is not satisfied with the arbitration award.

46. Words and expressions which are used in this document but which are not defined herein shall, unless the context otherwise requires, have the same meaning as assigned thereto in the Rules, Byelaws and Regulations and circulars/notices issued thereunder of the Exchanges / SEBI.

47. All additional voluntary clauses / document added by the stock broker should not be in contravention with rules / regulations / notices / circulars of Exchanges / SEBI. Any changes in such voluntary clauses / document(s) need to be preceded by a notice of 15 days. Any changes in the rights and obligations which are specified by Exchanges/SEBI shall also be brought to the notice of the clients.

48. If the rights and obligations of the parties hereto are altered by virtue of change in Rules and regulations of SEBI or Bye-laws, Rules and Regulations of the relevant stock Exchanges where the trade is executed, such changes shall be deemed to have been incorporated herein in modification of the rights and obligations of the parties mentioned in this document.

## INTERNET & WIRELESS TECHNOLOGY BASED TRADING FACILITY PROVIDED BY STOCK BROKERS TO CLIENT

(ALL THE CLAUSES MENTIONED IN THE 'RIGHTS AND OBLIGATIONS' DOCUMENT(S) SHALL BE APPLICABLE. ADDITIONALLY, THE CLAUSES MENTIONED HEREIN SHALL ALSO BE APPLICABLE.)

1. Stock broker is eligible for providing Internet based trading (IBT) and securities trading through the use of wireless technology that shall include the use of devices such as mobile phone, laptop with data card, etc. which use Internet Protocol (IP). The stock broker shall comply with all requirements applicable to internet based trading/securities trading using wireless technology as may be specified by SEBI & the Exchanges from time to time.
2. The client is desirous of investing/trading in securities and for this purpose, the client is desirous of using either the internet based trading facility or the facility for securities trading through use of wireless technology. The Stock broker shall provide the Stock broker's IBT Service to the Client, and the Client shall avail of the Stock broker's IBT Service, on and subject to SEBI/Exchanges Provisions and the terms and conditions specified on the Stock broker's IBT Web Site provided that they are in line with the norms prescribed by Exchanges/SEBI.
3. The stock broker shall bring to the notice of client the features, risks, responsibilities, obligations and liabilities associated with securities trading through wireless technology/internet/smart order routing or any other technology should be brought to the notice of the client by the stock broker.
4. The stock broker shall make the client aware that the Stock Broker's IBT system itself generates the initial password and its password policy as stipulated in line with norms prescribed by Exchanges/SEBI.
5. The Client shall be responsible for keeping the Username and Password confidential and secure and shall be solely responsible for all orders entered and transactions done by any person whosoever through the Stock broker's IBT System using the Client's Username and/or Password whether or not such person was authorized to do so. Also the client is aware that authentication technologies and strict security measures are required for the internet trading/securities trading through wireless technology through order routed system and undertakes to ensure that the password of the client and/or his authorized representative are not revealed to any third party including employees and dealers of the stock broker
6. The Client shall immediately notify the Stock broker in writing if he forgets his password, discovers security flaw in Stock Broker's IBT System, discovers/suspects discrepancies/ unauthorized access through his username / password / account with full details of such unauthorized use, the date, the manner and the transactions effected pursuant to such unauthorized use, etc.
7. The Client is fully aware of and understands the risks associated with availing of a service for routing orders over the internet/securities trading through wireless technology and Client shall be fully liable and responsible for any and all acts done in the Client's Username/password in any manner whatsoever.
8. The stock broker shall send the order/trade confirmation through email to the client at his request. The client is aware that the order/ trade confirmation is also provided on the web portal. In case client is trading using wireless technology, the stock broker shall send the order/trade confirmation on the device of the client.
9. The client is aware that trading over the internet involves many uncertain factors and complex hardware, software, systems, communication lines, peripherals, etc. are susceptible to interruptions and dislocations. The Stock broker and the Exchange do not make any representation or warranty that the Stock broker's IBT Service will be available to the Client at all times without any interruption.
10. The Client shall not have any claim against the Exchange or the Stock broker on account of any suspension, interruption, non-availability or malfunctioning of the Stock broker's IBT System or Service or the Exchange's service or systems or non-execution of his orders due to any link/system failure at the Client/Stock brokers / Exchange end for any reason beyond the control of the stock broker/Exchanges.

This document contains important information on trading in Equities/Derivatives Segments of the stock exchanges. All prospective constituents should read this document before trading in Equities/Derivatives Segments of the Exchanges.

Stock exchanges/SEBI does neither singly or jointly and expressly nor impliedly guarantee nor make any representation concerning the completeness, the adequacy or accuracy of this disclosure document nor have Stock exchanges /SEBI endorsed or passed any merits of participating in the trading segments. This brief statement does not disclose all the risks and other significant aspects of trading.

In the light of the risks involved, you should undertake transactions only if you understand the nature of the relationship into which you are entering and the extent of your exposure to risk.

You must know and appreciate that trading in Equity shares, derivatives contracts or other instruments traded on the Stock Exchange, which have varying element of risk, is generally not an appropriate avenue for someone of limited resources/limited investment and/or trading experience and low risk tolerance. You should therefore carefully consider whether such trading is suitable for you in the light of your financial condition. In case you trade on Stock exchanges and suffer adverse consequences or loss, you shall be solely responsible for the same and Stock exchanges/its Clearing Corporation and/or SEBI shall not be responsible, in any manner whatsoever, for the same and it will not be open for you to take a plea that no adequate disclosure regarding the risks involved was made or that you were not explained the full risk involved by the concerned stock broker. The constituent shall be solely responsible for the consequences and no contract can be rescinded on that account. You must acknowledge and accept that there can be no guarantee of profits or no exception from losses while executing orders for purchase and/or sale of a derivative contract being traded on Stock exchanges.

It must be clearly understood by you that your dealings on Stock exchanges through a stock broker shall be subject to your fulfilling certain formalities set out by the stock broker, which may inter alia include your filling the know your client form, reading the rights and obligations, do's and don'ts, etc., and are subject to the Rules, Byelaws and Regulations of relevant Stock exchanges, its Clearing Corporation, guidelines prescribed by SEBI and in force from time to time and Circulars as may be issued by Stock exchanges or its Clearing Corporation and in force from time to time.

Stock exchanges does not provide or purport to provide any advice and shall not be liable to any person who enters into any business relationship with any stock broker of Stock exchanges and/or any third party based on any information contained in this document. Any information contained in this document must not be construed as business advice. No consideration to trade should be made without thoroughly understanding and reviewing the risks involved in such trading. If you are unsure, you must seek professional advice on the same.

In considering whether to trade or authorize someone to trade for you, you should be aware of or must get acquainted with the following:-

**1. BASIC RISKS:**

**1.1 Risk of Higher Volatility:**

Volatility refers to the dynamic changes in price that a security/derivatives contract undergoes when trading activity continues on the Stock Exchanges. Generally, higher the volatility of a security/derivatives contract, greater is its price swings. There may be normally greater volatility in thinly traded securities / derivatives contracts than in active securities /derivatives contracts. As a result of volatility, your order may only be partially executed or not executed at all, or the price at which your order got executed may be substantially different from the last traded price or change substantially thereafter, resulting in notional or real losses.

**1.2 Risk of Lower Liquidity:**

Liquidity refers to the ability of market participants to buy and/or sell securities / derivatives contracts expeditiously at a competitive price and with minimal price difference. Generally, it is assumed that more the numbers of orders available in a market, greater is the liquidity. Liquidity is important because with greater liquidity, it is easier for investors to buy and/or sell securities / derivatives contracts swiftly and with minimal price difference, and as a result, investors are more likely to pay or receive a competitive price for securities / derivatives contracts purchased or sold. There may be a risk of lower liquidity in some securities / derivatives contracts as compared to active securities / derivatives contracts. As a result, your order may only be partially executed, or may be executed with relatively greater price difference or may not be executed at all.

1.2.1 Buying or selling securities / derivatives contracts as part of a day trading strategy may also result into losses, because in such a situation, securities / derivatives contracts may have to be sold / purchased at low / high prices, compared to the expected price levels, so as not to have any open position or obligation to deliver or receive a security / derivatives contract.

**1.3 Risk of Wider Spreads**

Spread refers to the difference in best buy price and best sell price. It represents the differential between the price of buying a security / derivatives contract and immediately selling it or vice versa. Lower liquidity and higher volatility may result in wider than normal spreads for less liquid or illiquid securities / derivatives contracts. This in turn will hamper better price formation.

**1.4 Risk-reducing orders**

The placing of orders (e.g., "stop loss" orders, or "limit" orders) which are intended to limit losses to certain amounts may not be effective many a time because rapid movement in market conditions may make it impossible to execute such orders.

**1.4.1** A "market" order will be executed promptly, subject to availability of orders on opposite side, without regard to price and that, while the customer may receive a prompt execution of a "market" order, the execution may be at available prices of outstanding orders, which satisfy the order quantity, on price time priority. It may be understood that these prices may be significantly different from the last traded price or the best price in that security / derivatives contract.

**1.4.2** A "limit" order will be executed only at the "limit" price specified for the order or a better price. However, while the customer receives price protection, there is a possibility that the order may not be executed at all.

**1.4.3** A stop loss order is generally placed "away" from the current price of a stock / derivatives contract, and such order gets activated if and when the security / derivatives contract reaches, or trades through, the stop price. Sell stop orders are entered ordinarily below the current price, and buy stop orders are entered ordinarily above the current price. When the security / derivatives contract reaches the pre -determined price, or trades through such price, the stop loss order converts to a market/limit order and is executed at the limit or better. There is no assurance therefore that the limit order will be executable since a security / derivatives contract might penetrate the pre-determined price, in which case, the risk of such order not getting executed arises, just as with a regular limit order.

**1.5 Risk of News Announcements**

News announcements that may impact the price of stock / derivatives contract may occur during trading, and when combined with lower liquidity and higher volatility, may suddenly cause an unexpected positive or negative movement in the price of the security / contract.

**1.6 Risk of Rumors**

Rumors about companies / currencies at times float in the market through word of mouth, newspapers, websites or news agencies, etc. The investors should be wary of and should desist from acting on rumors.

**1.7 System Risk:**

High volume trading will frequently occur at the market opening and before market close. Such high volumes may also occur at any point in the day. These may cause delays in order execution or confirmation.

**1.7.1** During periods of volatility, on account of market participants continuously modifying their order quantity or prices or placing fresh orders, there may be delays in order execution and its confirmations.

**1.7.2** Under certain market conditions, it may be difficult or impossible to liquidate a position in the market at a reasonable price or at all, when there are no outstanding orders either on the buy side or the sell side, or if trading is halted in a security / derivatives contract due to any action on account of unusual trading activity or security / derivatives contract hitting circuit filters or for any other reason.

**1.8 System/Network Congestion:**

Trading on exchanges is in electronic mode, based on satellite/leased line based communications, combination of technologies and computer systems to place and route orders. Thus, there exists a possibility of communication failure or system problems or slow or delayed response from system or trading halt, or any such other problem/glitch whereby not being able to establish access to the trading system/network, which may be beyond control and may result in delay in processing or not processing buy or sell orders either in part or in full. You are cautioned to note that although these problems may be temporary in nature, but when you have outstanding open positions or unexecuted orders, these represent a risk because of your obligations to settle all executed transactions.

**2. As far as Derivatives segments are concerned, please note and get yourself acquainted with the following additional features:-**

**2.1 Effect of "Leverage" or "Gearing"**

In the derivatives market, the amount of margin is small relative to the value of the derivatives contract so the transactions are 'leveraged' or 'geared'. Derivatives trading, which is conducted with a relatively small amount of margin, provides the possibility of great profit or loss in comparison with the margin amount. But transactions in derivatives carry a high degree of risk.

You should therefore completely understand the following statements before actually trading in derivatives and also trade with caution while taking into account one's circumstances, financial resources, etc. If the prices move against you, you may lose a part of or whole margin amount in a relatively short period of time. Moreover, the loss may exceed the original margin amount.

A. Futures trading involve daily settlement of all positions. Every day the open positions are marked to market based on the closing level of the index / derivatives contract. If the contract has moved against you, you will be required to deposit the amount of loss (notional) resulting from such movement. This amount will have to be paid within a stipulated time frame, generally before commencement of trading on next day.

B. If you fail to deposit the additional amount by the deadline or if an outstanding debt occurs in your account, the stock broker may liquidate a part of or the whole position or substitute securities. In this case, you will be liable for any losses incurred due to such close-outs.

C. Under certain market conditions, an investor may find it difficult or impossible to execute transactions. For example, this situation can occur due to factors such as illiquidity i.e. when there are insufficient bids or offers or suspension of trading due to price limit or circuit breakers etc.

D. In order to maintain market stability, the following steps may be adopted: changes in the margin rate, increases in the cash margin rate or others. These new measures may also be applied to the existing open interests. In such conditions, you will be required to put up additional margins or reduce your positions.

E. You must ask your broker to provide the full details of derivatives contracts you plan to trade i.e. the contract specifications and the associated obligations.

**2.2 Currency specific risks:**

1. The profit or loss in transactions in foreign currency-denominated contracts, whether they are traded in your own or another jurisdiction, will be affected by fluctuations in currency rates where there is a need to convert from the currency denomination of the contract to another currency.
2. Under certain market conditions, you may find it difficult or impossible to liquidate a position. This can occur, for example when a currency is deregulated or fixed trading bands are widened.
3. Currency prices are highly volatile. Price movements for currencies are influenced by, among other things: changing supply-demand relationships; trade, fiscal, monetary, exchange control programs and policies of governments; foreign political and economic events and policies; changes in national and international interest rates and inflation; currency devaluation; and sentiment of the market place. None of these factors can be controlled by any individual advisor and no assurance can be given that an advisor's advice will result in profitable trades for a participating customer or that a customer will not incur losses from such events.

**2.3 Risk of Option holders:**

1. An option holder runs the risk of losing the entire amount paid for the option in a relatively short period of time. This risk reflects the nature of an option as a wasting asset which becomes worthless when it expires. An option holder who neither sells his option in the secondary market nor exercises it prior to its expiration will necessarily lose his entire investment in the option. If the price of the underlying does not change in the anticipated direction before the option expires, to an extent sufficient to cover the cost of the option, the investor may lose all or a significant part of his investment in the option.
2. The Exchanges may impose exercise restrictions and have absolute authority to restrict the exercise of options at certain times in specified circumstances.

**2.4 Risks of Option Writers:**

1. If the price movement of the underlying is not in the anticipated direction, the option writer runs the risks of losing substantial amount.
2. The risk of being an option writer may be reduced by the purchase of other options on the same underlying interest and thereby assuming a spread position or by acquiring other types of hedging positions in the options markets or other markets. However, even where the writer has assumed a spread or other hedging position, the risks may still be significant. A spread position is not necessarily less risky than a simple 'long' or 'short' position.
3. Transactions that involve buying and writing multiple options in combination, or buying or writing options in combination with buying or selling short the underlying interests, present additional risks to investors. Combination transactions, such as option spreads, are more complex than buying or writing a single option. And it should be further noted that, as in any area of investing, a complexity not well understood is, in itself, a risk factor. While this is not to suggest that combination strategies should not be considered, it is advisable, as is the case with all investments in options, to consult with someone who is experienced and knowledgeable with respect to the risks and potential rewards of combination transactions under various market circumstances.

**3. TRADING THROUGH WIRELESS TECHNOLOGY/ SMART ORDER ROUTING OR ANY OTHER TECHNOLOGY**

Any additional provisions defining the features, risks, responsibilities, obligations and liabilities associated with securities trading through wireless technology/ smart order routing or any other technology should be brought to the notice of the client by the stock broker.

**4. GENERAL**

**4.1** The term 'constituent' shall mean and include a client, a customer or an investor, who deals with a stock broker for the purpose of acquiring and/or selling of securities / derivatives contracts through the mechanism provided by the Exchanges.

**4.2** The term 'stock broker' shall mean and include a stock broker, a broker or a stock broker, who has been admitted as such by the Exchanges and who holds a registration certificate from SEBI.

## GUIDANCE NOTE - DO's AND DON'Ts FOR TRADING ON THE EXCHANGE(S) FOR INVESTORS

**BEFORE YOU BEGIN TO TRADE**

1. Ensure that you deal with and through only SEBI registered intermediaries. You may check their SEBI registration certificate number from the list available on the Stock Exchanges www.exchange.com and SEBI website www.sebi.gov.in.
2. Ensure that you fill the KYC form completely and strike off the blank fields in the KYC form.
3. Ensure that you have read all the mandatory documents viz. Rights and Obligations, Risk Disclosure Document, Policy and Procedure document of the stock broker.
4. Ensure to read, understand and then sign the voluntary clauses, if any, agreed between you and the stock broker. Note that the clauses as agreed between you and the stock broker cannot be changed without your consent.
5. Get a clear idea about all brokerage, commissions, fees and other charges levied by the broker on you for trading and the relevant provisions/ guidelines specified by SEBI/Stock exchanges.
6. Obtain a copy of all the documents executed by you from the stock broker free of charge.
7. In case you wish to execute Power of Attorney (POA) in favour of the Stock broker, authorizing it to operate your bank and demat account, please refer to the guidelines issued by SEBI/Exchanges in this regard.

**TRANSACTIONS AND SETTLEMENTS**

8. The stock broker may issue electronic contract notes (ECN) if specifically authorized by you in writing. You should provide your email id to the stock broker for the same. Don't opt for ECN if you are not familiar with computers.
9. Don't share your internet trading account's password with anyone.
10. Don't make any payment in cash to the stock broker.
11. Make the payments by account payee cheque in favour of the stock broker. Don't issue cheques in the name of subbroker. Ensure that you have a documentary proof of your payment/deposit of securities with the stock broker, stating date, scrip, quantity, towards which bank/ demat account such money or securities deposited and from which bank/ demat account.
12. Note that facility of Trade Verification is available on stock exchanges' websites, where details of trade as mentioned in the contract note may be verified. Where trade details on the website do not tally with the details mentioned in the contract note, immediately get in touch with the Investors Grievance Cell of the relevant Stock exchange.
13. In case you have given specific authorization for maintaining running account, payout of funds or delivery of securities (as the case may be), may not be made to you within one working day from the receipt of payout from the Exchange. Thus, the stock broker shall maintain running account for you subject to the following conditions:

a) Such authorization from you shall be dated, signed by you only and contains the clause that you may revoke the same at any time.

b) The actual settlement of funds and securities shall be done by the stock broker, at least once in a calendar quarter or month, depending on your preference. While settling the account, the stock broker shall send to you a 'statement of accounts' containing an extract from the client ledger for funds and an extract from the register of securities displaying all the receipts/deliveries of funds and securities. The statement shall also explain the retention of funds and securities and the details of the pledged shares, if any.

c) On the date of settlement, the stock broker may retain the requisite securities/funds towards outstanding obligations and may also retain the funds expected to be required to meet derivatives margin obligations for next 5 trading days, calculated in the manner specified by the exchanges. In respect of cash market transactions, the stock broker may retain entire pay-in obligation of funds and securities due from clients as on date of settlement and for next day's business, he may retain funds/securities/margin to the extent of value of transactions executed on the day of such settlement in the cash market.

d) You need to bring any dispute arising from the statement of account or settlement so made to the notice of the stock broker in writing preferably within 7 (seven) working days from the date of receipt of funds/securities or statement, as the case may be. In case of dispute, refer the matter in writing to the Investors Grievance Cell of the relevant Stock exchanges without delay.

14. In case you have not opted for maintaining running account and pay-out of funds/securities is not received on the next working day of the receipt of payout from the exchanges, please refer the matter to the stock broker. In case there is dispute, ensure that you lodge a complaint in writing immediately with the Investors Grievance Cell of the relevant Stock exchange.
15. Please register your mobile number and email id with the stock broker, to receive trade confirmation alerts/ details of the transactions through SMS or email, by the end of the trading day, from the stock exchanges.

**IN CASE OF TERMINATION OF TRADING MEMBERSHIP**

16. In case, a stock broker surrenders his membership, is expelled from membership or declared a defaulter; Stock exchanges gives a public notice inviting claims relating to only the "transactions executed on the trading system" of Stock exchange, from the investors. Ensure that you lodge a claim with the relevant Stock exchanges within the stipulated period and with the supporting documents.
17. Familiarize yourself with the protection accorded to the money and/or securities you may deposit with your stock broker, particularly in the event of a default or the stock broker's insolvency or bankruptcy and the extent to which you may recover such money and/or securities may be governed by the Bye-laws and Regulations of the relevant Stock exchange where the trade was executed and the scheme of the Investors' Protection Fund in force from time to time.

**DISPUTES/ COMPLAINTS**

18. Please note that the details of the arbitration proceedings, penal action against the brokers and investor complaints against the stock brokers are displayed on the website of the relevant Stock exchange.
19. In case your issue/problem/grievance is not being sorted out by concerned stock broker/sub-broker then you may take up the matter with the concerned Stock exchange. If you are not satisfied with the resolution of your complaint then you can escalate the matter to SEBI.
20. Note that all the stock broker/sub-brokers have been mandated by SEBI to designate an e-mail ID of the grievance redressal division/compliance officer exclusively for the purpose of registering complaints.

a) **Refusal of orders for penny stocks:**

"Penny Stocks" as generally understood are those scrips whose market price is less than Rs.10/-. As per DSPL's policy, "PENNY STOCK" can be referred to as the stocks which are appearing in the list of illiquid securities issued by the Exchanges every month and any other stocks which DSPL might consider to be illiquid. As per company policy, the trades done in such stocks will be monitored. The client may be questioned about such trading, by DSPL. If found improper, then DSPL may refuse to allow the client from trading in such stocks.

The details of such stocks will be posted on the website of DSPL. DSPL at its discretion can accept, refuse or partially accept any buy or sell order for execution from the client in respect of such scrips. DSPL may allow restrictive acceptance of orders in such scrips and may demand appropriate declarations and additional margin from the client before accepting order of such stocks. DSPL may cancel orders in such scrips received by the clients before execution or partial execution or place any other kind of restrictions on the trade on such scrips without assigning any reasons thereof to the client.

DSPL shall not be responsible for any consequential opportunity loss or financial loss that a client may incur from delay or non execution of orders in penny stock.

b) **Setting up client's exposure limit:**

In Cash segment, DSPL do not compulsorily collect upfront margin from clients. DSPL gives a exposure limit as a multiple of the clear ledger balance in the account. Such multiples are reviewed and redefined by DSPL from time to time. Generally the client is allowed to trade up to certain limit, at DSPL's discretion, without any upfront margin, depending on various factors like financial credibility of the client, past trade record, reference etc.

In F & O segment exposure is given on the value of initial margin after applying appropriate hair cut. The exposure limit may be changed based on the volatility in the market and quality of collaterals.

DSPL may set different exposure limits varying for different clients depending on the credit worthiness, integrity and past conduct of the client.

c) **Applicable brokerage rate:**

DSPL follows the policy of charging brokerage not more than the maximum permissible brokerage as per the rules and regulation of the Exchange / SEBI. Brokerage shall be applied as per the rates agreed upon with the client in the KYC at the time of registration. The brokerage slab of a client shall be reviewed at intervals after assessment of the amount and quality of volume generated by the client as per his commitment. The rates may be increased with prospective effect at 15 days notice sent to the E-mail address or postal address of the client registered with DSPL. The brokerage amount debited to the client does not include any exchange related charges, statutory levies and any other charges. Any other applicable taxes imposed by statutory authority including securities transaction taxes, duties, service tax, etc will be paid by the client separately as may be levied on the transactions from time to time. Total Brokerage including other charges and excluding statutory levies shall not exceed 2.5% of the prescribed limit.

DSPL reserves the right to revise the Brokerage structure.

d) **Imposition of delay payment charge:**

Clients will be liable to pay late pay in / delayed payment charges not exceeding 2% per month for not making payment of their pay-in obligation on time as per the exchange requirement or net ledger debit balance as applicable. DSPL may impose fines / penalties for any orders / trades / deals / actions of the client which are contrary to this agreement / rules / regulations / bye laws of the exchange or any other law for the time being in force, at such rates and in such form as it may deem fit. Further where DSPL has to pay fine or bear any punishment from any authority in connection with / as a consequence of / in relation to any of the orders / trades / deals / actions of the client, the same shall be borne by the client.

e) **Right to sell client's securities or close client's position, without giving notice to the client on account of non payment of dues:**

If the client fails to pay his pay-in settlement obligation of funds on or before the Exchange Pay in day, the officer / employee / dealer / branch executive of the Company will give a call to the related client, who in turn will follow up with the client. If the fund is not received within 2 trading days from the Pay in day, the shares of the client bought by him will be sold out in the Exchange, at DSPL's discretion without giving any notice to the client to the extent of settlement / margin obligation. If there is a loss in such sale transaction then the loss, including the costs, if any, will be borne by the client.

**f) Shortages in obligations arising out of internal netting of trades:**

In case of shortages in obligations arising out of internal netting of trades, short shares are bought in the market on T + 3 day and the purchase consideration (including all statutory taxes & levies) along with a penalty is debited to the short delivering seller client. In case the shares are not available for purchase for any reason then the shortage will be closed out as per the prevailing rules of the respective exchanges. The same is transferred to the client who had not received the shares in pay out.

**g) Conditions under which a client may not be allowed to take further position :**

Under the following conditions a client may not be allowed to take further position,

1. Client unable to meet his pay-in obligation as per exchange requirement irrespective of the value of collaterals available.
2. Long pending debit balance in the client's account.
3. Margin shortfall not compensated by the client.
4. Dishonor of Cheque.
5. Client dealing in "illiquid" stock as declared by DSPL.
6. Transactions which may appear to be suspicious in nature
7. Where based on the happening of an event, DSPL has a risk perception that further trading in the contracts / securities may not be in the interest of the clients and /or the market.

However, the Company will also consider the clients financial position, past track record of trade, references etc. before not allowing him to take further position in the market.

**h) Temporary suspending or closing a client's account at client's request :**

DSPL may carry out periodic review of the client accounts and may suspend the accounts from trading (i.e. prohibiting any market transactions, only allowing client shares / ledger balance settlement to take place) under any of the following circumstances:

1. Where the Client is inactive for the last 12 months.
2. Where the Client has not cleared his dues after repeated reminders.
3. Where Physical statements or contract notes, etc are received back undelivered and the client is not responding to update the correct address.
4. Where the client is reported or known to have expired.
5. Where client lodges a complaint either directly with DSPL or through the Exchange relating to alleged unauthorized Trades being executed in his account.
6. Where the account in under investigation by any regulatory body.
7. As per direction of the Exchanges, SEBI or any other regulatory body.
8. On written request received from the client and the same can be activated on the written request of the client only.

The Client account will be considered as inactive if the client does not trade for a period of 12 months. Calculation will be done at the beginning of every month and a written request has to be made by the client for reactivation of their account.

The trading account is closed in the trading software as well as the back office software.

The Client account can be closed on the written request of the client provided the client account is settled. In case, a client gives a request in writing not less than a month for closing his account, then the account is settled and the trading code is closed in our front and back office.

The client's request letter for closure is kept in our records. In future if the client seeks to re open his account with us, he will submit a new KYC form and execute necessary agreements.

**I) De-registering a client :**

DSPL shall be entitled to terminate the agreement with immediate effect in any of the following circumstances:

- If the action of the client are prima facie illegal / improper or such to manipulate the price of any securities or disturb the normal / proper functioning of the market, either alone or in conjunction with others.
- On the death / lunacy or other disability of the Client.
- If the client being a partnership firm / any other organization, has any steps taken by the Client and/ or its partners for dissolution or liquidation.
- If the Client suffers any adverse material change in his / her / its financial position or defaults in any other agreement with the DSPL.

- If the Client has made any material misrepresentation of facts, including (without limitation) in relation to the Security.
- If the Client is in breach of any term, condition or covenant of this Agreement.
- Any suspicious information found by DSPL in sites like CIBIL, world check, etc or if there is any commencement of a legal process against the client under any law in force.
- If the client forms a part of the list of debarred entities published by SEBI or http://www.un.org/sc/committees/1267/consolist and / or any action is taken by NSE / BSE / SEBI on the client.
- If the client is suspended from trading by any Regulatory authorities.

**Client Acceptance of Policies and Procedures stated hereinabove:**

I / We have fully understood the same and do hereby sign the same and agree not to call into question the validity, enforceability and applicability of any provision / clauses in this document under any circumstances whatsoever. These Policies and Procedures may be amended / changed unilaterally by the broker, provided the change is informed to me / us through any one or more means/ methods. I / we agree never to challenge the same on any grounds including delayed receipt / non- receipt or any other reason whatsoever. These Policies and Procedures shall always be read along with the agreement and shall be compulsorily referred to while deciding any dispute / difference or claim between me / us and DSPL before any court of law / judicial / adjudicating authority including arbitrator / meditator,etc.

## TARIFF SHEET / BROKERAGE SLAB

| SEGMENT | DELIVERY (%) | MINIMUM (PAISA) | SQUARE OFF (%) | RISK CATEGORY |
|---|---|---|---|---|
| Cash | | | | |
| Futures | | | | |
| Options | | | | |
| Currency Derivatives | | | | |
| | | | | |
| | | | | |

*(The above rates are exclusive of STT, Service Tax, Stamp Duty, SEBI Charges and Transaction Charges which will be separately charged as per prevailing rates from time to time.)*

**SIGNATURE OF THE CLIENT**

# VOLUNTARY DOCUMENTS

Help us in preventing money laundering / terrorist financing....... Your assistance really matters us.

Ever wondered why the broker is asking you certain personal information which has hitherto never been called for ? Such information can include documents evidencing source of funds / income tax returns / bank records etc. by providing this information to the broker, at the time of account opening and subsequently as and when required, you are actually assisting the efforts in prevention of money laundering / terrorist financing. Here are the details, presented in the form of frequently asked question (FAQs) to let you know how.

**What is Money Laundering ?**

Money Laundering is the process by which criminals attempt to hide and disguise the true origin and ownership of the proceeds of their criminal activities, thereby avoiding prosecution, conviction and confiscation of the criminal funds. The term Money Laundering is also used when the funds are used for terrorist financing, though the origins of the funds may be legitimate.

Money Laundering has required a global character that not only threatens security, but also compromises the stability, transparency, and efficiency of financial systems. Money Laundering techniques are becoming more sophisticated and complex with each passing day.

The objective of AML & CFT Program is to prevent financial intermediaries from being used as a tool for the purpose of money laundering and terrorist financing and to preserve the integrity of the Financial System.

In response to mounting concern over Money Laundering, the Financial Action Task Force on Money Laundering (FATF) was established by the G-7 summit in Paris in 1989 to develop a co-ordinated international response. One of the first tasks of the FATF was to develop Recommendations, 40 in all, which set out the measures national governments should take to implement effective anti-money laundering programmes.

**How much money is laundered per year ?**

The IMF has stated in 1996 that the aggregate size of money laundering in the world could be somewhere between two and five percent of the world's gross domestic product.

Using 1996 statistics, these percentages would indicate that money laundering ranged between USD 590 billion and USD 1.5 trillion. However it must be said that overall it is absolutely impossible to produce a reliable estimate of the amount of money laundered and therefore the FATF does not publish any figures in this regard.

**How is Money Laundered ?**

In the initial - or placement - stage of money laundering, the launderer introduces his illegal profits into the financial system. This might be done by breaking up large amounts of cash into less conspicuous smaller sums that are then deposited directly into a bank account, or by purchasing a series of monetary instruments (cheques, money orders etc. ) that are then collected and deposited into accounts at another location.

After the funds have entered the financial systems, the second - or layering - stage takes place. In this phase, the launderer engages in a series of conversions or movements of the funds to distance them from their source. The funds might be channeled through the purchase and sale of investment instruments, or the launderer might simply wire the funds through a series of accounts at various banks across the globe. This use of widely scattered accounts for laundering is especially prevalent in those jurisdictions that do not co-operate in anti-money laundering investigations. In some instances, the launderer might disguise the transfers as payments for goods or services, thus giving them a legitimate appearance.

Having successfully processed his criminal profits through the first two phases the launderer then moves them to the third stage - integration - in which the funds re-enter the legitimate economy. The launderer might choose to invest the funds into real estate, luxury assets or business ventures.

**Where does money laundering occur ?**

Money laundering can occur practically anywhere in the world. Generally, Money Laundering tend to seek out countries or sectors in which there is a low risk of detection due to weak or ineffective anti-money laundering programmes.

**How does money laundering affect business, economic development & society at large ?**

Money Laundering damages the integrity of the financial institution, entire society and undermines democracy and the rule of the law as it rewards corruption and crime.

There is a damping effect on foreign direct investment when a country's commercial and financial sectors are perceived to be subject to the control and influence of organised crime. Fighting Money Laundering and terrorist financing is therefore a part of creating a business friendly environment which is a precondition for lasting economic development.

The possible social and political costs of money laundering, if left unchecked or dealt with ineffectively, are serious. Organised crime can infiltrate financial institutions, acquire control of large sectors of the economy through investment, or offers bribes to public officials and indeed governments.

The economic and political influence of criminal organisations can weaken the social fabric, collective ethical standards, and ultimately the democratic institutions of society.

**How does fighting money laundering help fight crime ?**

Targeting the money laundering aspect of criminal activity and depriving the criminal of his ill-gotten gains means hitting him where he is vulnerable. Without a usable profit, the criminal activity will not continue.

**What should individual governments be doing about it?**

A great deal can be done to fight money laundering, and indeed, many government have already established comprehensive anti-money laundering regimes. These regimes aim to increase awareness of the phenomenon - both within government and the private business sector - and then to provide the necessary legal or regulatory tools to the authorities charged with combating the problem.

Some of these tools include making the act of money laundering a crime; giving investigative agencies the authority to trace, seize & ultimately confiscate criminally derived assets; and building the necessary frameworks for permitting the agencies involved to exchange information among themselves and with counterparts in the countries.

What are local regulations on AML/CFT ?

a) Prevention of Money Laundering Act, 2002 (PMLA) came in to force with effect from july 01, 2005 read with the prevention of Money Laundering (Amendment) Act, 2009.

b) SEBI Guidelines on PMLA vide circular issued in December, 2010 and also followed by SEBI Circular issued in March 2014.

c) Exchanges have also issued Guidelines on PMLA to be followed by all registered intermediary from time to time.

**How is Money Laundering defined under PMLA 2002?**

Section 3 of the Prevention of Money Laundering Act (PMLA) 2002 defines the „Offence of Money Laundering. as:

"Whosoever directly or indirectly attempts to indulge or knowingly assists or knowingly is party or is actually involved in any process or activity connected with the **proceeds of crime** and projecting it as untainted property shall be guilty of the offence of money laundering."

**"Proceeds of crime"** has been defined in Section 2 of the PMLA as the property derived or obtained directly or indirectly by any person, as a result of criminal activity relating to a scheduled offence or the value of such property.

**"Scheduled Offences",** as per section 2 of PMLA, are specified in two parts of the schedule to PMLA. The value involved in offences specified in Part B should be Rs.30 lakhs or more.

**Why KYC/AML Policy for Market / Intermediary ?**

SEBI has instructed all Market Intermediary to adopt a KYC/AML Policy

a. To prevent criminal elements from using the Capital Marker for money laundering activities

b. To enable the Broker to know/understand the customers and their financial dealings better, which in turn would help the Broker to manage risks prudently.

c. To put in place appropriate controls for detection and reporting of suspicious activities in accordance with applicable laws/laid down procedures.

d. To comply with applicable laws and regulatory guidelines.

e. To take necessary steps to ensure that the concerned staff is adequately trained in KYC/AML procedures.

**What are the obligations of Market Intermediary under PMLA 2002?**

Section 12 of PML Act 2002, places certain obligations on every banking company, financial institution and intermediary, which include:

a. Maintaining a record of prescribed transactions.

b. Furnishing information of prescribed transactions to the specified authority (Financial Intelligence Unit-India (FIU-IND). NOTE : For reference, all are requested to go through SEBI master circular available at www.sebi.gov.in and also visit FIU site available at www.fiuindia.gov.in

c. Verifying and maintaining records of the identity of its clients.

d. Preserving records in respect of a, b, c above, for a period of 10 years from the date of cessation of transactions with the clients.

**What is Financial Intelligence Unit-India (FIU-IND)?**

Financial Intelligence Unit-India (FIU-IND) is a **central**, national agency, set up by Government of India on 18th November,2004, responsible for receiving (and as permitted, requesting), **analyzing** and **disseminating** to the competent authorities, disclosures of financial information: (i) Concerning suspected proceeds of crime and potential financing of terrorism, or (ii) Required by national legislation or regulation, in order to combat **money laundering and terrorist financing**.

**What are the transactions to be reported by Market Intermediary to Financial Intelligence Unit-India (FIU-IND)?**

a. All cash transactions of the value of more than Rs.10 lakhs or its equivalent in foreign currency.

b. All series of cash transactions integrally connected to each other, which have been valued below Rs.10 lakhs or its equivalent in foreign currency (excluding individual transactions below Rs.50,000/- in the reporting) where such series of transactions have taken place within a month and the aggregate value of such transactions exceeds Rs.10 lakhs.

c. Counterfeit currency transactions.

d. Suspicious transactions.

**What are suspicious transactions?**

Rule 2(1)(g) of PMLA-2002 defines suspicious transactions as:

A transaction whether or not made in cash which, to a person acting in good faith-

a. gives rise to a reasonable ground of suspicion that it may involve the **proceeds of crime**; or

b. appears to be made in circumstances of unusual or unjustified complexity; or

c. appears to have no economic rationale or bonafide purpose; or

d. gives rise to a reasonable ground of suspicion that it may involve **financing of activities relating to terrorism.**

**POLICY/DECLARATION ON AML/CFL BY DSPL**

| | | |
|---|---|---|
| 1. | AML Policy | We have in place written policy & procedure as per guidelines issued by SEBI / Exchange. |
| 2. | Know Your Customer (KYC) | We have in place system for identification of our clients including KYC documentation. |
| 3. | Maintenance of Records | We update the client profile on a regular basis. |
| 4. | Screening against negative lists | We have in place record maintenance and retention procedures as prescribed. We screen the client database to ensure that it is not held by or linked to anyone included in the specified list. |
| 5. | Risk Assessment | We have in place system to place clients into high, medium & low risk category and apply enhanced due diligence for clients that pose a higher risk. |
| 6. | Clients of Special Category | We have in place policy to place clients of special category such as persons with political link, non-residents, Trusts, NGOs, closely held Companies, etc. in high risk category. |
| 7. | Monitoring, Identification & Reporting of Suspicious Transactions | We have in place, systems and procedures for monitoring, detection and reporting of suspicious transactions to the relevant authorities. |
| 8. | Audit | We are subject to inspection by SEBI/Exchanges. Additionally we are periodically audited by independent internal auditors who assess AML policies and procedures too. |
| 9. | Designated Principal Officer | |

VOLUNTARY



SIGNATURE OF THE CLIENT

## INFORMATION PROVIDED BY THE CLIENT IN RELATION TO THE PREVENTION OF MONEY LAUNDERING ACT, 2002

Name of the Client : ______________________ Client Code : ____________

If Business / Profession : Nature of Business : ______________________

Industry : ______________________

Details of my/our Relatives, having account with DSPL

| Name | Relationship | UCC (Client Code) |
|---|---|---|
| 1. | | |
| 2. | | |

Details of the Corporate / Partnership Firm / Trust etc. where I/We am/are affiliated

| Name | Entity Type | Nature of business | Relationship | UCC (Client Code) |
|---|---|---|---|---|
| 1. | | | | |
| 2. | | | | |
| 3. | | | | |
| 4 | | | | |

I/We agree to submit every year any one of following documents to DSPL :

1. Profit & Loss Account and Balance Sheet
2. Form No. 16 (Salary Certificate)
3. Self attested copy of Income Tax Return
4. Networth Certificate
5. Demat Transaction Statement & Bank Statement (for 6 months)

I/We confirm that I/We will immediately inform DSPL in case I/We am/are convicted under any grounds or any action is taken against me/us by any authority(ies).

☐ I/ We hereby declare that I / We do not fall under the Clients of Special Category as defined in Prevention of Money Laundering Act, 2002, or

☐ I/ We declare that I/ We fall under Clients of Special Category as defined in Prevention of Money Laundering Act, 2002 (choose the relevant category as under) :

- ❍ Non resident Client
- ❍ High Net-worth Clients
- ❍ Politically Exposed Persons
- ❍ Companies offering foreign exchange offerings
- ❍ Non face to face client
- ❍ Clients with dubious reputation as per public information available etc.
- ❍ Companies having close family shareholdings or beneficial ownership
- ❍ Trusts, Charities, Non- Governmental Organisations (NGOs) and organizations receiving donations
- ❍ Clients in high risk countries where existence / effectiveness of money laundering controls is suspect etc.

I/We intend to invest in the stock market with : [ ] Own Funds [ ] Borrowed Funds
(If Borrowed Funds, then please specify below Sources of Funds):

| Sources of Borrowed Funds (if any) | Amount (Rs.) |
|---|---|
| | |
| | |

I/We hereby declare that I/We am / are beneficial owner of the Trading/Online Account opened with DSPL

SIGNATURE OF THE CLIENT

| FOR OFFICE USE ONLY | RISK CATEGORY : | ☐ HIGH | ☐ MEDIUM | ☐ LOW |
|---|---|---|---|---|

VOLUNTARY

| AUTHORITY LETTER FOR RUNNING ACCOUNT | VOLUNTARY |
|---|---|

To,

**DALMIA SECURITIES PRIVATE LIMITED**

Ideal Plaza, Suite S401, 4th Floor, 11/1, Sarat Bose Road, Kolkata - 700020.

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| D | D | M | M | Y | Y | Y | Y |

Dear Sir / Madam,

I / We as the Client of Dalmia Securities Private Limited for trading in Capital Market and/or Futures & Options and/or Currency Derivatives Segment of National Stock Exchange of India Limited (NSE) / Bombay Stock Exchange Limited (BSE), do hereby authorize Dalmia Securities Private Limited (hereinafter known as 'DSPL') (Member: NSE, BSE) for the following:

1. In order to facilitate my / our smooth trading operations, to maintain a running account, instead of settlement to settlement clearance of funds /securities due to me /us. In this regard, I have been informed about the SEBI circular no. MIRSD/SE/Cir-19/2009 dated December 3,2009. I have read and understood the same. I hereby authorize DSPL to maintain a running account in all segments across the exchanges (NSE/BSE)
2. The payout of funds / securities may be retained by DSPL and no interest shall be payable by DSPL on such retention. I / we further agree that DSPL shall not be liable for any claim of loss or profit or for any consequential, incidental, special or exemplary damages, caused by retention of such securities / funds under this agreement or otherwise.
3. I/we may be trading in derivatives segments and/or cash segments of NSE and/or BSE and hence have obligations under various accounts with DSPL. In this regard I/we hereby authorize DSPL to act at its discretion of adjusting any credit balance under my/our various accounts against the debit in any account across segments/exchanges, without taking any further instruction from me/us. I/we also agree/understand that there shall be no inter-client adjustment for the purpose of settlement of running account.
4. I / we hereby further authorize DSPL to hold and retain the said funds / securities until a request for the same is made by me / us, subject to the condition that sufficient margin in respect of my / our continued trading, across the exchange and / or across the segments of the exchanges are available with DSPL. I/we further authorize DSPL to keep my/our shares purchased through it, in its margin account and to deliver and/or adjust said shares against our sales in subsequent settlements i.e. inter transferring the shares from one settlement to another settlement in various segments across Exchanges, unless DSPL receives any verbal or written instruction from me/us to deliver the same to my/our Depository Account. Similarly, I / We authorize DSPL to issue a cheque against our fund pay out only after getting an instruction from me/us. Otherwise the same will remain with DSPL against my/our margin obligation towards Capital Market Segment and / or F&O Segment and/or Currency Derivatives Segments.
5. I/we authorize DSPL to set off a part or whole of the margin deposited by me/us against any of my/our dues, by appropriating relevant amount of funds or by sale of securities which form part of margin.
6. The instructions/ authorizations made by me/us as above are revocable and can be revoked/ withdrawn at any time by giving a notice in writing by me/us.
7. I/we agree that (a) in respect of derivatives market transactions, DSPL may retain the requisite securities/ funds on settlement date to take care of any margin obligation arising in next 5 days, calculated in the manner specified by the exchange, (b) in respect of cash market transactions, DSPL may retain entire pay-in obligations of funds & securities due from me/us as on the date of settlement and for next day's business, DSPL may retain funds/securities/margin to the extent of value of transactions executed on the day of such settlement.
8. I/we hereby authorize DSPL to pledge my/our Securities / Funds (Collaterals) as margin with the Clearing Corporation(s) of the Exchange(s) towards my/our margin / exposure requirements.
9. I/we authorize DSPL to transfer the funds / securities lying in my / our credit within one working day of the request if the same are lying with DSPL and within three working days from the request if the same are lying with the Clearing Corporation(s) of the Exchange(s).
10. I/we agree that fund given towards collaterals / margins in form of Bank Guarantee (BG) / Fixed Deposit Receipts (FDR's) may not be periodically settled.
11. The actual settlement of funds and securities shall be done by DSPL at least once in a calendar quarter/month (strike out whichever is not opted). Further I /we confirm that I/we will bring to the notice of DSPL any dispute arising from the settlement of account or settlement so made in writing within 7 workings days from the date of receipts of funds /securities or settlement of account or statement related to it, as the case may be at DSPL's registered office.
12. I/ We as the client of DSPL for trading in Capital Market and / or Futures & Options and / or Currency Derivatives Segment of National Stock Exchange of India Limited (NSE) / Bombay Stock Exchange Limited (BSE) do hereby state that with reference to NSE Circular NSE/INSP/24849 and BSE Notice No: 20131029-15 both dated 29th October, 2013, we hereby authorize DSPL to retain an amount of up to Rs. 10,000/- (net amount across all segment and across stock exchanges) in order to facilitate smooth trading operations.

**SIGNATURE OF THE CLIENT**

## DECLARATION / LETTER OF UNDERSTANDING | VOLUNTARY

To,

D D M M Y Y Y Y

**DALMIA SECURITIES PRIVATE LIMITED**

Ideal Plaza, Suite S401, 4th Floor, 11/1, Sarat Bose Road, Kolkata - 700020.

Dear Sir / Madam,

I / We as a Client of Dalmia Securities Private Limited for trading in Capital Market and/or Futures & Options and/or Currency Derivatives Segment of National Stock Exchange of India Limited (NSE) / Bombay Stock Exchange Limited (BSE) hereby authorize Dalmia Securities Private Limited (hereinafter known as 'DSPL') (Member: NSE, BSE) for the following:

1. I/We hereby authorise DSPL not to provide me Order Confirmation / Modification / Cancellation Slips and Trade Confirmation Slips to avoid unnecessary paper work. I/We hereby request DSPL to kindly accept my/our mandate holder's verbal orders/instructions in person or over phone and execute the same. I/We shall get the required details from the contract notes issued by DSPL. I/We understand the risk associated with placement of verbal orders and accept the same. I/We shall not disown orders under the plea that the same was not placed by me/us.
2. I/We indemnify DSPL and undertake to keep DSPL indemnified against all losses, damages, actions which DSPL may suffer or face, as a consequence of adhering to and carrying out my/our orders placed verbally. In case I/we wish to withdraw this consent I/we shall inform DSPL in writing and get the same acknowledged by DSPL at least one week in advance from the date of such withdrawal.
3. Trading on all Exchanges is in electronic mode, based on connectivity through various media such as VSAT, Leased line, ISDN, Modem and VPN, as well as through a combination of technologies and computer systems to place and route orders. I/we understand that there exists a possibility of communication failure or system problems or slow or delayed response from systems or a trading halt, or any such other problem/glitch which may result in DSPL not being able to establish/provide access to the trading system/network, which may be beyond DSPL's control and may result in delays in processing of buy or sell orders either in part or in full. I/we shall be fully liable and responsible for any such problems/fault and shall not make any claims on DSPL for the same.
4. I/We agree not to hold DSPL liable or responsible for any delay or default in performance of DSPL's obligations due to contingencies beyond DSPL's control, such as fire, flood, civil commotion, earthquake, riots, war, strikes, failure of systems, failure of internal links, government/regulatory actions or any other contingencies beyond DSPL's control.
5. I/We hereby confirm that I/we will never sublet/allow any third party access to the trading terminal provided to me by DSPL, nor indulge in/facilitate any unauthorized trading under any circumstances.
6. All fines/penalties and charges levied upon DSPL due to my/our acts/deeds or transactions may be recovered by DSPL from my/our account.
7. Any queries related to securities delivered by DSPL would be brought to the notice of DSPL within seven days of the receipt of such securities in my / our Demat Account. Otherwise it can be presumed that I / we have checked all the securities received by me / us and that they are good as per the prevailing norms.
8. I/We hereby undertake to extend all co-operation to DSPL in their endeavour towards compliance with Anti-Money Laundering norms, and to not hold DSPL legally liable in any manner whatsoever towards the same.
9. I/We understand that information about me/us and my/our transactions may be reported by DSPL to FIU/concerned authorities/regulators without any intimation to me/us and have no objection to the same.
10. I / We hereby reconfirm and accept all the terms and conditions mentioned hereinabove.
11. DSPL is hereby advised to keep these instructions in force unless specifically informed by me / us in writing.

**SIGNATURE OF THE CLIENT**

## INTER-SETTLEMENT OF SECURITIES | VOLUNTARY

Clients are advised not to sell shares unless lying in their Demat Account. However, **Inter-Settlement** of Securities will be provided to the client on request.DSPL will debit appropriate charges from the client account for this service. DSPL will be not responsible / liable for any profit / loss incurred / sustained by the Client for mistake / failure of whom so ever for Inter-Settlement of Securities.

I/We hereby request you to provide us facility for Inter-Settlement of Securities after having read and agreed to the above.

**SIGNATURE OF THE CLIENT**

## CONSENT LETTER FOR DIGITAL COMMUNICATION | VOLUNTARY

To,

**DALMIA SECURITIES PRIVATE LIMITED**

Ideal Plaza, Suite S401, 4th Floor, 11/1, Sarat Bose Road, Kolkata - 700020.

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| D | D | M | M | Y | Y | Y | Y |

Dear Sir / Madam,

**Sub: CONSENT LETTER FOR RECEIPT OF ECN, DAILY MARGIN STATEMENT & OTHER DIGITAL DOCUMENTS**

1. I/ We hereby give my/ our consent to receive Contract Notes / Trade Confirmation of the Trades executed by me/ us, bills and /or Margin Statement and /or Account Statement and /or Notices and /or Circulars and /or amendments and /or such other correspondences and/ or documents in electronic form (Strike out whichever is not opted) with reference to SEBI circular no. MRD/Dop/SE/Cir-20/2005 dated September 08,2005 duly authenticated by means of a digital signature as specified in the Information Technology Act, 2000 and the Rules made there under, to my/ our following email id(s):

   Email Id : ______________________________

   Alternative Email Id : ______________________________

2. I/we hereby agree that Dalmia Securities Private Limited (hereinafter known as 'DSPL') shall fulfil their legal obligations, if the above documents are sent electronically to the above email id(s). I/ We agree that DSPL will not be responsible for late /non-receipt of documents sent via electronic delivery due to change of email address / correspondence address as mentioned aforesaid. I / We also agree that DSPL shall not take cognizance of out-of-office / out-of-station auto replies. I / We shall be deemed to have received such electronic mails. I/We agree that the log reports of DSPL's dispatching software(s) shall be a conclusive proof of dispatch of such documents to me /us and such dispatch shall be deemed to mean receipt by me/us and shall not be disputed by me/us on account of any non-receipt/delayed receipt for any reason whatsoever.I/We am/are also aware that copies of such documents including contract notes are also available on the official web-site of DSPL,for which I will be provided with a User ID and Password.In case of non receipt of documents by mail, I/We shall intimate the same to DSPL immediately in writing.In case I wish to withdraw this facility, I shall inform DSPL in writing at least one week in advance from the date of such withdrawal.

3. I/ We hereby agree that non-receipt of bounced mail notification by DSPL shall amount to delivery of the Contract Notes and other documents at above mentioned email id(s). In case DSPL receives bounced mail notification, DSPL is obliged to send the Physical Contract Notes and other documents within prescribed time.

4. I/We shall ensure that the above mentioned email ID(s) are kept valid and any change in the said email ID(s) shall be communicated to DSPL in writing. DSPL shall verify the same and confirm to me /us about the change.

Thanking you,

Yours faithfully,

Access to the following Research Services, please tick to register for **EMAIL ALERTS**

[ ] Fundamental [ ] Technical [ ] Others

**SIGNATURE OF THE CLIENT**

## DECLARATION FOR MOBILE NUMBER | VOLUNTARY

To,

**DALMIA SECURITIES PRIVATE LIMITED**

Ideal Plaza, Suite S401, 4th Floor, 11/1, Sarat Bose Road, Kolkata - 700020.

D D M M Y Y Y Y

Dear Sir / Madam,

I / We, ________________________________________ having PAN No. ______________ do hereby declare that my/our Mobile Number is ______________________________. Further, I/We authorise Dalmia Securities Pvt. Ltd. (hereinafter referred to as "DSPL") that the same may be used for giving me any information / alert / sms / call.

I / We under take and confirm to DSPL to use my / our own judgement in taking a call and execute trade in the identified security(s) according to my / our financial strength / capabilities and shall not hold DSPL responsible for any loss suffered by me/us on account of executing or omitting to execute any trades in pursuance of the SMS alert(s) and / or investment advises sent by DSPL.

I / We further declare that the above mentioned statement is true and correct.

Thanking you,

Yours faithfully,

[ ] SMS Research calls, News and Live Updates, please tick to register for **MOBILE ALERT SMS**

**SIGNATURE OF THE CLIENT**

## AUTHORISATION FOR DEBITING D.P. CHARGES | VOLUNTARY

To,

**DALMIA SECURITIES PRIVATE LIMITED**

Ideal Plaza, Suite S401, 4th Floor, 11/1, Sarat Bose Road, Kolkata - 700020.

D D M M Y Y Y Y

Dear Sir / Madam,

**Ref. - DP ID** ____________________ **DP Client ID** ____________________

**Sub : Debiting my Trading Account towards depository charges.**

I / We hereby authorise you to debit my / our Trading Client Code ______________ for all the charges relating to the above mentioned Demat Account. I / We understand that charges are regularly incurred against my / our above mentioned demat account and hence this authorisation shall remain valid on an on going basis.I / We also authorise you to retain my/our shares till the clearance of the dues in the trading as well as demat account.

In case I/We wish to withdraw this authorisation, I/We shall inform DSPL in writing and acknowledge the same at least one week in advance from the date of withdrawal.

Thanking You,

Yours Faithfully,

**SIGNATURE OF THE CLIENT**

| ELECTRONIC PAYOUT REQUEST | VOLUNTARY |
|---|---|

To,
**DALMIA SECURITIES PRIVATE LIMITED**
Ideal Plaza, Suite S401, 4th Floor, 11/1, Sarat Bose Road, Kolkata - 700020.

D D M M Y Y Y Y

Dear Sir / Madam,

I/We hereby furnish below the details of my account held with ........................................................................... Bank to enable transfer of funds payable to me against sale of securities.

| | |
|---|---|
| Bank : | Branch : |
| **Type of Account :** ☐ Savings ☐ Current<br>☐ NRE ☐ NRO ☐ Others (Specify) ................ | MICR No.:<br>A/c. No. : |
| **Copy of cheque must be enclosed.** | IFSC CODE (RTGS / NEFT) |

Name of Joint Account Holder (if any) :______________________________

I/We hereby declare that the particulars mentioned above are correct, complete and true and I/we request DSPL to transfer the funds against payments due to me into the above mentioned Bank Account until any other instruction is given b me/us. It is also agreed by me/us that the above facility is being provided to me/us by DSPL at my request and it can be discontinued/withdrawn by DSPL at its discretion at any point of time, as and when required without prior notice.

1. The transfer of funds to my/our bank account will continue to be governed by the terms and conditions as per the Member Client Agreement entered into between DSPL and myself/ourselves.
2. I/We shall review, upon first receipt, all transfers of funds made into the aforesaid bank account. In case fund payment is not received in my/our account on the scheduled date then I / we will notify the same to DSPL within two days, failing which it shall be assumed that the funds have been credited to my account and DSPL shall not be liable in any manner thereafter for the same.
3. If the transaction is delayed or not effected at all for incomplete or incorrect information provided by me/us, I/we would not hold DSPL responsible and hereby indemnify DSPL from any losses or damages there from.
4. All charges levied by Bank for the said facility shall be borne by me/us.

Thanking you,

Yours faithfully,

**SIGNATURE OF THE CLIENT**

| BANK VERIFICATION LETTER | VOLUNTARY |
|---|---|

To,
**DALMIA SECURITIES PRIVATE LIMITED**
Ideal Plaza, Suite S401, 4th Floor, 11/1, Sarat Bose Road, Kolkata - 700020.

D D M M Y Y Y Y

THIS IS TO CERTIFY THAT Mr. / Ms. / M/s. (Name of the Client) ______________________
resident of (full address) ______________________
______________________, is holding a Savings/Current Bank Account No. ______________________
jointly with ______________________ and ______________________ at ______________________
with our ______________________ branch since ______________________. His / her / their specimen signature(s) and photograph(s) as per the specimen recorded with us is being attested below :

Name of the First Holder ______________________

Signature ______________________

Name of the Second Holder ______________________

Signature ______________________

Name of the Third Holder ______________________

Signature ______________________

______________________
**Signed in my presence and attested**
**Name of Branch Manager**
**Signature of Branch Manager**
**Stamp of the Bank**

| LETTER IN CASE TRADING ACCOUNT IS TO BE MAPPED WITH JOINT BANK ACCOUNT | VOLUNTARY |
|---|---|

To,
**DALMIA SECURITIES PRIVATE LIMITED**
Ideal Plaza, Suite S401, 4th Floor, 11/1, Sarat Bose Road, Kolkata - 700020.

D D M M Y Y Y Y

This is with reference to application for opening of trading account / the trading account code __________ opened by Mr. /Ms. ______________________ with DSPL

The bank account no. ................................ with ............................................................ (name of bank) proposed to be linked to the abovementioned trading account is in the joint names of

______________________ as the first holder, ______________________ as second holder
and ______________________ as third holder.

We hereby confirm that we have no objection with regard to mapping the said bank account with the above mentioned trading account. We also confirm that we are aware that transfer of funds shall be effected to and from the above mentioned bank account and that we do not have any objection to transfer of such funds, towards transaction in the said trading account

Yours Faithfully,

______________________
**1st Holder Signature**

______________________
**2nd Holder Signature**

______________________
**3rd Holder Signature**

*Note: Please enclose self attested signature proof of all the account holders.*

## AUTHORITY TO PLACE INSTRUCTIONS WITH DSPL ON MY/OUR BEHALF — VOLUNTARY

To,

**DALMIA SECURITIES PRIVATE LIMITED**

Ideal Plaza, Suite S401, 4th Floor, 11/1, Sarat Bose Road, Kolkata - 700020.

D D M M Y Y Y Y

I / We hereby authorize the following persons whose specimen signatures are appended hereunder to give instructions / place orders with DSPL for buying and selling of securities and contracts on any exchanges/segments on my/our behalf.

| SL. NO. | NAME | MOBILE NUMBER | SPECIMEN SIGNATURE |
|---|---|---|---|
| | | | |
| | | | |

SIGNATURE OF THE CLIENT

## AUTHORITY TO SIGN, EXECUTE AND OR / ACKNOWLEDGE ANY DOCUMENT — VOLUNTARY

To,

**DALMIA SECURITIES PRIVATE LIMITED**

Ideal Plaza, Suite S401, 4th Floor, 11/1, Sarat Bose Road, Kolkata - 700020.

D D M M Y Y Y Y

I / We hereby authorize the following persons whose specimen signatures are appended hereunder to sign, execute and / or acknowledge any document including Contract Notes, Statement of Margins and Statement of Accounts etc on my / our behalf.

| SL. NO. | NAME | MOBILE NUMBER | SPECIMEN SIGNATURE |
|---|---|---|---|
| | | | |
| | | | |

SIGNATURE OF THE CLIENT

## WAIVER OF DISCLAIMER CLAUSE FOR TECHNICAL CALLS — VOLUNTARY

To,

**DALMIA SECURITIES PRIVATE LIMITED**

Ideal Plaza, Suite S401, 4th Floor, 11/1, Sarat Bose Road, Kolkata - 700020.

D D M M Y Y Y Y

Dear Sir / Madam,

Sub: Request for sending technical calls by SMS to my mobile no. ______________________ /
by email to my/our email id______________________

I/We have registered as a client of Dalmia Securities Private Limited with the aforesaid client code. I /We hereby request you to send me / us the technical calls through SMS on my mobile number mentioned above or by email on my designated email id. I/We have noted that incorporation of the standard disclaimer clause by DSPL will obstruct/delay the smooth transmission of the SMS message content / email and also put me / us into inconvenience. Accordingly, I/We hereby request you not to include any disclaimer clause and I /We declare that I/We will be bound by the said clause, which I/We have duly taken note of. I/We hereby agree and voluntarily waive the inclusion of the disclaimer (text mentioned overleaf) and I/We shall treat the same as part and parcel of the SMS message / email to be sent by you without such disclaimer at my/our request.

Thanking You,

Yours Faithfully,

SIGNATURE OF THE CLIENT

1. Short-term trading on the basis of technical calls is a high risk and skill oriented venture and may result in huge losses also. Traders doing so are doing at their own risk. We are not responsible for any damages. For any buy/sell position, specific stop loss should be maintained.
2. Mostly it is not advisable to buy/sell a stock if it touches the target price first and then comes within recommended range of buy/sell.
3. Try to book partial profit at the first target & hold remaining position for the second target.
4. For Short term call stop loss is maintained on closing basis.

## DISCLAIMER

This communication is for the personal information of the authorised recipient and is provided for assistance only, and is not intended to be, and must not be taken as the basis for an investment decision or considered as an investment or financial advice nor should this communication be construed as an advice to buy or sell or as a solicitation to buy or sell the securities if any referred to herein. The intent of this communication is not recommendatory in nature. This communication has been prepared for the general use of the clients of the Dalmia Securities Private Limited (DSPL) and must not be copied, either in whole or in part, or distributed or redistributed to any other person in any form. If you are not the intended recipient you must not use or disclose this communication in any way. Though disseminated to all the customers simultaneously, not all customers may receive this report at the same time. DSPL will not treat recipients as customers by virtue of their receiving this report. Neither this communication nor any copy of it may be taken or transmitted into the United States (to US Persons), Canada or Japan or distributed, directly or indirectly, in the United States or Canada or distributed, or redistributed in Japan to any residents thereof. The distribution of this communication in other jurisdictions may be restricted by applicable law in the relevant jurisdictions and persons into whose possession this document comes should inform themselves about and observe any such restrictions. In preparing this communication, the investment objectives, financial situation and particular needs of the recipient have not taken into account. This communication is based upon information obtained from sources believed to be reliable, but we do not make any representation or warranty that it is accurate, complete or up to date and it should not be relied upon as such.

It is may be noted that none of the research analysts or any of the employees of DSPL are associated in preparation of this communication. This communication is based upon information obtained from sources believed to be reliable, but we do not make any representation or warranty that it is accurate, complete or up to date and it should not be relied upon as such. Neither DSPL nor its directors, employees, agents, representatives or any of its affiliates shall be liable for any damages whether direct or indirect, incidental, special or consequential including lost revenue or lost profits that may arise from or in connection with the use of the information contained in this report. The recipients of this communication should rely on their own investigations. This information is subject to change without any prior notice. DSPL reserves at its absolute discretion the right to make or refrain from making modifications and alterations to this statement from time to time. Before making an investment decision on the basis of this communication, the recipient needs to consider, with or without the assistance of an adviser, whether the advice is appropriate in light of their particular investment needs, objectives and financial circumstances. There are risks involved in securities trading. The price of securities can and does fluctuate, and an individual security may even become valueless. International investors are reminded of the additional risks inherent in international investments, such as currency fluctuations and international stock market or economic conditions, which may adversely affect the value of the investment.

## SMS AND EMAIL ALERTS TO INVESTORS BY STOCK EXCHANGES — VOLUNTARY

To,

**DALMIA SECURITIES PRIVATE LIMITED**

Ideal Plaza, Suite S401, 4th Floor, 11/1, Sarat Bose Road, Kolkata - 700020.

D D M M Y Y Y Y

Dear Sir/Madam,

I would like to avail the facility of 'SMS and Email alerts to investors by stock exchanges'. You are requested to please activate the following service:

☐ SMS Alert ☐ Email Alert ☐ Both

Further, I/ We hereby confirm that following is my/ our Mobile No. & Email ID.

Mobile Number : ______________________________

Email ID : ______________________________

Thanking you,

Yours faithfully,

**SIGNATURE OF THE CLIENT**

## BSE StAR MF / MUTUAL FUND SERVICE SYSTEM (MFSS) FACILITY — VOLUNTARY

To,

**DALMIA SECURITIES PRIVATE LIMITED**

Ideal Plaza, Suite S401, 4th Floor, 11/1, Sarat Bose Road, Kolkata - 700020.

D D M M Y Y Y Y

Dear Sir / Madam,

**Sub : BSE StAR MF / Mutual Fund Service System (MFSS) facility**

I/We ______________________________ am/are registered as your client with Client Code No. ______________ and have executed the Trading Member and Client Agreement for the purpose of trading in the Capital Market segment of NSE / BSE.

I/We am/are interested in availing the BSE Star MF / MFSS facility of the BSE/NSE for the purpose of dealing in the units of Mutual Funds Schemes permitted to be dealt with on the BSE Star MF / MFSS of the BSE/NSE .

For the purpose of availing the BSE Star MF / MFSS facility, I/we state that Know Your Client details as submitted by me/us for registration as Client of DSPL may be considered for the purpose of BSE Star MF / MFSS and I/We further confirm that the details contained in same remain unchanged as on date.

I/We are willing to abide by the terms and conditions as mentioned in the BSE circular no. 20091202-3 dated 02/12/09 & NSE circular no. NSE/CMTR/13533 dated 24/11/09 and as may be specified by the BSE/NSE from time to time in this regard.

I/We shall also ensure compliance with the requirements as may be specified from time to time by Securities and Exchange Board of India and Association of Mutual Funds of India (AMFI).

I/We shall read and understand the contents of the Scheme Information Document and Key Information Memorandum, addenda issued regarding each Mutual Fund Scheme with respect to which I/we choose to subscribe/redeem. I/We further agree to abide by the terms and conditions, rules and regulations of the Mutual Fund Schemes.

I/We therefore request you to register me/us as your client for participating in the BSE Star MF / MFSS.

Thanking you,

Yours faithfully,

**SIGNATURE OF THE CLIENT**

## FOR USING BSE StAR MF / MFSS FACILITY

### 1. Pre-requisites for becoming Investor / Client for the BSE StAR MF / MFSS facility

1.1. The client is desirous of investing in units of mutual fund schemes through the BSE StAR MF / MFSS.

1.2. The Client intends to execute his/her/its instructions for subscription/redemption of units of Mutual Fund Schemes on BSE StAR MF / MFSS through DSPL.

1.3. The client has satisfied himself / herself / itself of the capacity of DSPL to deal in Mutual Fund units and wishes to execute his/her/its instructions through DSPL and the client shall from time to time continue to satisfy himself / herself / itself of such capability of DSPL before executing transactions through DSPL .

1.4. The Client has approached DSPL with the application for availing the BSE StAR MF / MFSS facility.

1.5. The client has submitted relevant KYC (Know Your Client) details to the DSPL .

### 2. Term s and Conditions

2.1. The client shall be bound by circulars issued by BSE/NSE, Rules, Regulations and circulars issued there under by SEBI and relevant notifications of Government authorities as may be in force from time to time.

2.2. The client shall notify DSPL in writing if there is any change in the information in the 'client registration form' provided by the client to DSPL at the time registering as a client for participating in the BSE StAR MF / MFSS or at any time thereafter.

2.3. The client shall submit to DSPL a completed application form in the prescribed format for the purpose of placing orders with DSPL.

2.4. The client has read and understood the risks involved in investing in Mutual Fund Schemes.

2.5. The client shall be wholly responsible for all his /her/its investment decisions and instructions.

2.6. The client shall ensure continuous compliance with the requirements of the BSE, NSE, SEBI and AMFI.

2.7. The Client shall pay to DSPL fees and statutory levies as are prevailing from time to time and as they apply to the Client's account, transactions and to the services that DSPL renders to the Client.

2.8. The client will furnish information to DSPL in writing , if any winding up petition or insolvency petition has been filed or any winding up or insolvency order or decree or award is passed against him / her / it or if any litigation which may have material bearing on his capacity has been filed against him / her / it.

2.9. In the event of non-performance of the obligation by DSPL, the client is not entitled to claim any compensation either from the Investor Protection Fund or from any fund of BSE or BOISL / NSE or NSCCL.

2.10. In case of any dispute between DSPL and the investors arising out of the BSE StAR MF / MFSS facility, BSE and/or BOISL and NSE and / or NSCCL agrees to extend the necessary support for the speedy redressal of the disputes.

# FORMATS

## DECLARATION BY SOLE PROPRIETORSHIP / PARTNERSHIP FIRM

To, (To be given on the Letterhead)

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| D | D | M | M | Y | Y | Y | Y |

**DALMIA SECURITIES PRIVATE LIMITED**

Ideal Plaza, Suite S401, 4th Floor, 11/1, Sarat Bose Road, Kolkata - 700020.

Dear Sir / Madam,

I refer to the trading account opened with you in the name of ________________________________ and declare and authorise you as under :

I recognise that a Beneficiary Account cannot be opened with a depository participant in the name of a Sole Proprietorship / Partnership Firm as per Depository Regulations. To facilitate the operation of the above trading account with you and for the purpose of completing the share transfer obligations pursuant to the trading operations, I authorise you to recognise the DP Client ID ____________ with Depository ________________________________ having DP ID ________________ opened in the name of the undersigned who is the Sole Proprietor / Partner of the firm.

I agree that the obligation for shares purchased and/or sold by the firm will be handled and completed through transfers to/from the above mentioned account. I recognise and accept transfers made by you to the beneficiary account as completion of obligations by you in respect of trades executed in the trading account of the firm.

The Cheques / Demand Drafts may be issued by me from my individual account or my joint account with some one else. The amounts so given shall be solely/exclusively for credit to the account of my Sole Proprietorship / Partnership Firm M/s. ________________________________ with Dalmia Securities Private Limited I shall not lay any claim whatsoever in future against DSPL for affording credit of such cheques / demand drafts issued from my individual/joint account, credit of which has been provided by DSPL to the account of my Proprietorship / Partnership Firm M/s. ________________________________.

Thanking You,

Yours Faithfully,

**SIGNATURE OF THE CLIENT**

## DECLARATION BY KARTA & ALL CO-PARCENERS IN CASE OF HUF ACCOUNT

To,

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| D | D | M | M | Y | Y | Y | Y |

**DALMIA SECURITIES PRIVATE LIMITED**

Ideal Plaza, Suite S401, 4th Floor, 11/1, Sarat Bose Road, Kolkata - 700020.

Dear Sir / Madam,

1. WHEREAS the Hindu Undivided Family of ______________________________ is carrying on business in the firm name and style of ________________________________________ at ______________________________ ________________________ or we intent to deal, have or desire to have Share Trading Account with Dalmia Securities Private Limited (hereinafter referred as "Member"). We, undersigned, hereby confirm and declare that we are the present adult co-parceners of the said joint family and that ________________________ is the present Karta of the said joint family.
2. We confirm that affairs of the H.U.F. firm are carried on mainly by the Karta ______________________________ on behalf and in the interest and for the benefit of all the co-parceners. We hereby authorise the Karta ________________________________________ on behalf of the H.U.F. to deal on Capital Market Segment, Futures and Options Segment, Currency Derivatives Segment or any other segment that may be introduced by NSE / BSE in future and the said Trading Member is hereby authorised to honour all instructions oral or written given by him on behalf of the H.U.F.

   Mr. / Mrs. ____________________________________________________________ is authorised to sell, purchase, transfer, endorse, negotiate documents and/or otherwise deal through the Member on behalf of the H.U.F. ____________________________________________. He is also authorised to sign, execute and submit such applications, undertakings, agreements and other requisite documents, writings and deeds as may be deemed necessary or expedient to open account and give effect to this purpose. We are, however, jointly and severally responsible for all liabilities of the H.U.F. firm to the Member and agree and confirm that any claim due to the Member from the said H.U.F. firm shall be recoverable from the assets of anyone or all of us and also from the estate of the said joint family including the interest thereon of every co-parcener of the said joint family, including the share of the minor co-parceners, if any.
3. We undertake to advise the Member in writing of any change that may occur in the Kartaship or in the constitution of the said joint family or of the said H.U.F. firm and until receipt of such notice by the Member which shall be binding on the said joint family and the said H.U.F. firm and on our respective estates. We shall, however, continue to be liable jointly and severally to the Member for all dues and obligations of the said H.U.F. firm in the Member's books on the date of the receipt of such notice by the Member and until all such dues and obligations shall have been liquidated and discharged.
4. We recognise that a beneficiary account can be opened with a Depository Participant only in the name of Karta as per regulations. To facilitate the operation of the above share trading account with you and for the purpose of completing the share transfer obligations pursuant to the trading operations, we authorise you to recognise the Beneficiary Account No ______________________________ with Depository ________________________ opened in name of ____________________________________________________________ who is the Karta of this H.U.F.
5. The names and dates of birth of the present minor co-parceners of the said joint family are given below. We undertake to inform you in writing as and when each of the said members attains the age of majority and is authorised to act on behalf of, and bind the said H.U.F. Firm.

| Name of the Minor | Father's Name | Date of Birth |
|---|---|---|
| | | |
| | | |
| | | |

6. We have received and read a copy of the Member's Rules and Regulations for the conduct of Share Trading Accounts and we agree to comply with and be bound by the said rules now in force or any changes that may be made therein from time to time.

Thanking You,

Yours Faithfully,

| Name : | Name : | Name : | Name : |
|---|---|---|---|
| Sign. of Karta | Sign. of Co-parcener | Sign. of Co-parcener | Sign. of Co-parcener |

(Along with rubber stamp)

## FORMAT OF AUTHORITY LETTER IN FAVOUR OF MANAGING PARTNER / (S)

*(To be obtained on Pre-printed Letter Head of the Firm)*

Dear Sir / Madam,

We the Partners of M/s. ______________________________, a partnership firm, having its office at ______________________________ (office address) ______________ (City) ______________ (state) ______________ hereby authorise Mr. / Ms. ______________________ And Mr. / Ms. ______________________ to open a securities trading account in Capital Market, F&O Segment and Currency Derivatives Segment on behalf of the firm M/s. ______________________________ with the Trading Member Dalmia Securities Private Limited for sale and purchase of shares, debentures / derivative instruments in Capital Market Segment and or Futures and Options Segment and/or Currency Derivatives Segment or any other segment that may be introduced by NSE / BSE in future. He / She / They is /are authorised on behalf of the firm to deal in equities, derivatives, debentures, debt products and the said Trading Member is hereby authorised to honour all instructions oral or written, given on behalf of the firm by him/her/them.

Mr. / Ms. ______________________ and Mr. / Ms. ______________________ is / are authorised to sell, purchase, transfer, endorse, negotiate documents and/or/otherwise deal through DSPL on behalf of the firm M/s. ______________________________. He/She/They is/are also authorised to sign, execute and submit such applications, undertakings, agreements and other requisite documents, writings and deeds as may be deemed necessary or expedient to open account and give effect to this purpose.

However any partner / authorised signatory(ies) can issue from bank account(s) in favour of DSPL for credit to Share trading account of the firm with DSPL, even though his/their signatures may not be available on the records of DSPL. These cheques may either be from the account of partnership firm or from individual account, the said amount so given shall be solely / exclusively for the account of the firm maintained with DSPL.

Note: Please affix Rubber Stamp of the firm for each signature.

**SIGNATURE OF THE CLIENT** **SIGNATURE OF THE CLIENT** **SIGNATURE OF THE CLIENT**

## FORMAT & DECLARATION OF NRI CLIENT CODE APPLICATION

To,

**DALMIA SECURITIES PRIVATE LIMITED**

Ideal Plaza, Suite S401, 4th Floor, 11/1, Sarat Bose Road, Kolkata - 700020.

D D M M Y Y Y Y

Dear Sir / Madam,

I wish to appoint you as my Clearing Member for clearing and settlement of trades done on the Futures & Options Segment of NSE / BSE. My details are as follows:

| | |
|---|---|
| Name (as appearing in Passport): | |
| Passport No.: | |
| NRE/NRO - Bank A/c. No.: | |
| Telephone No.: | E-mail ID: |
| Current Address: | |
| Permanent Address in India: | |

I request you to kindly get an NRI Client code allotted by NSE/NSCCL/BSE for the same. I wish to open a Trading Account with you as an NRI and I confirm that I will abide by all FEMA rules and regulations formed by the Government of India and RBI. I undertake that all the trades executed through the above allotted NRI Client code will be on my* behalf.

(*If the NRI Client Code application is for an HUF then the details of the Karta (Manager) has to be given in the application and in the undertaking should be provided as follows: "I undertake that all the trades executed through the above allotted code will be on behalf of HUF")

Thanking You,

Yours Faithfully,

**SIGNATURE OF THE CLIENT**

## NRIs SPECIAL TERMS & CONDITIONS IN DERIVATIVES - GUIDELINES

The NSE / BSE, has laid down certain terms and conditions for trading by NRIs in exchange traded Derivatives Contract some of which are as under:

An NRI, who wishes to trade on the F&O Segment of the Exchange, is required to approach the Exchange through a Clearing Member, through whom the NRI would like to clear the trades, for allotment of unique Client code.

The Exchange would assign a unique Client code to each NRI, based on the application received from the Clearing Member of the NRI. A Trading Member placing an order on behalf of an NRI would be required to maintain the unique Client code of the NRI at the time of an order entry.

In case the NRI wishes to change his Clearing Member or wants to clear the trades from more than one Clearing Member, all such Clearing Members are required to give separate application to the Exchange, for allotment of a unique Client code. The date of expiry of the passport of an NRI shall be beyond 6 months from the date of application.

**POSITION LIMITS**

The position limits shall be:

1. For Index Based Contracts, a disclosure requirement for any person or persons acting in concert who together own 15% or more of the open interest of all derivative contracts on a particular underlying index.
2. For Stock Option and Single Stock Futures Contracts, the gross open position across all Derivative Contracts on a particular underlying stock of a NRI shall not exceed the **higher of :**

   (a) 1% of the free float market capitalization (in terms of number of shares).

   (b) 5% of the open interest in the Derivative Contracts on a particular underlying stock (in terms of number of contracts).

These position limits would be applicable on the combined position in all Derivative Contracts on an underlying stock at an exchange.

The NRIs position limits at the end of each trading day will be monitored by the Derivative Segment of the Exchange and its Clearing House / Clearing Corporation in the following manner:

1. The NRI would be required to notify the names of the Clearing Member/s and Custodian through whom the NRI would clear the derivative trades to the Exchange and its Clearing House / Clearing Corporation.
2. The NRI would be required to confirm all its positions and the positions of all its sub-accounts to the designated Clearing Members online but before the end of each trading day.
3. The designated Clearing Member/s would at the end of each trading day submit the details of all the confirmed NRI trades to the Derivative Segment of the Exchange and their Clearing House / Clearing Corporation.
4. The Exchange and its Clearing House / Clearing Corporation would then compute the total NRI trading exposure and would monitor the position limits at the end of each trading day. The cumulative NRI position may be disclosed to the market on a T + 1 basis, before the commencement of trading on the next day.
5. In the event of an NRI breaching the position limits on any Derivative Contract on an underlying, the NRI would not be permitted by the exchanges and their Clearing House / Clearing Corporation / Clearing Member/s to take any fresh positions in any Derivative Contracts in that underlying. However, they would be permitted to execute off-setting transactions so as to reduce their open position.
6. The NRIs while trading for each sub-account would also assign a unique Client code with a prefix or suffix of the code assigned by the Exchange and their Clearing House / Clearing Corporation to the NRI. The NRI would be required to enter the unique sub-account code before executing a trade on behalf of the sub-account.



SIGNATURE OF THE CLIENT

## FORMAT OF BOARD RESOLUTION - IN CASE OF CORPORATE / TRUST

*(To be given on the letter head of Corporates / Trusts)*

**CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS / TRUSTEES OF M/s. ______________________________ Limited / TRUST AND HAVING ITS REGISTERED OFFICE AT ______________________________**

**HELD ON ____________ DAY OF ____________ 20 AT ________ A.M./P.M**

RESOLVED THAT the Company/Trust be registered as Client with Dalmia Securities Private Limited member of NSE & BSE for the purpose of dealing in equities, F&O Contracts, Currency Derivatives Contracts, debentures, debt & others products and the said Member be and is hereby authorised to honour instruction oral or written, given on behalf of the Company/Trust by any of the under noted authorised signatories :-

| Sl. No. | Name | Designation |
|---|---|---|
| 1 | ____________ | ____________ |
| 2 | ____________ | ____________ |

who are authorised to sell, purchase, transfer, endorse, negotiate and/or otherwise deal with/through deal through DSPL on behalf of the Company/Trust.

RESOLVED FURTHER THAT Mr. ______________________________ and/or Mr. ______________________________ Directors/Trustees of the Company/Trust be and are hereby authorised to sign, execute and submit such applications, undertakings, agreements and other requisite documents, writings and deeds as may deemed necessary or expedient to give effect to this resolution.

RESOLVED FURTHER THAT, the Common Seal of the Company be affixed, wherever necessary, in the presence of any Trustees/any one Director and Company Secretary, if any, who shall sign the same in token of their presence."

For ______________________________ Limited

Chairman / Company Seceratary / All Trustees

Specimen Signatures of the Authorised Persons

| Sl. No. | Name | Specimen Signatures |
|---|---|---|
| 1 | ____________ | ____________ |
| 2 | ____________ | ____________ |

RESOLVED FURTHER THAT, the above signatures to be attested by the person signing the resolution for account opening on behalf of the Company/Trust.

For ______________________________ Limited

Chairman/Company Seceratary/All Trustees

## SHARE HOLDING PATTERN OF CORPORATE CLIENT

**AS ON ......................**

*(On the Letter Head of the Company)*

| Name of the Shareholders | No. of Shares | % of Shares |
|---|---|---|
| **A. Promoter Shareholders Holding more than 5%** | | |
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |
| 6. | | |
| 7. | | |
| 8. | | |
| 9. | | |
| 10. | | |
| **B. Non-Promoter Shareholders Holding more than 5%** | | |
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |
| **C. Other (holding less than 5%)** | | |
| **Total** | | **100%** |

**SIGNATURE OF THE CLIENT**

Title :

Date :

ACKNOWLEDGEMENT

From,

______________________________

______________________________

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| D | D | M | M | Y | Y | Y | Y |

To,

**DALMIA SECURITIES PRIVATE LIMITED**

Ideal Plaza, Suite S401, 4th Floor, 11/1, Sarat Bose Road, Kolkata - 700020.

Dear Sir / Madam,

**Ref. : Acknowledgement for the receipt of documents**

This is to acknowledge the receipt of a copy of the duly executed following documents viz.,

- Client Registration Form (KYC)
- Rights & Obligations
- Risk Disclosure Document
- Guidance Note
- Policies & Procedures
- A copy of other documents executed by me as a Client.

I hereby declare that I have the full intimation of the trading code and the Unique Client Code allotted to me and the email id for the purpose of receiving statements and other details in case provided by me, has been confirmed by Dalmia Securities Private Limited through their KYC.

Thanking You,

Yours Faithfully,

**SIGNATURE OF THE CLIENT**

Watch your
money thrive