Know Your Client (KYC) Application Form (For Individuals Only) Please fill in ENGLISH and in BLOCK LETTERS





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INSTRUCTIONS / CHECK LIST FOR FILLING KYC FORM

A. IMPORTANT POINTS:

- 1. Self attested copy of PAN card is mandatory for all clients.
- 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.
- 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.
- 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. PAN card with photograph. This is mandatory requirement for all applicants except those who are specifically exempt from obtaining PAN (listed in Section D)
- Unique Identification Number (UID) (Aadhaar)/ Passport/ Voter ID card/ Driving license.
- 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.)

 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.
- 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.
- 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.)

- 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).
- 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.

Know Your Client (KYC) Application Form (For Non-Individuals Only) Please fill in ENGLISH and in BLOCK LETTERS







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 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.)

- Passport/ Voters Identity Card/ Ration Card/ Registered Lease or Sale Agreement of Residence/ Driving License/ Flat Maintenance bill/ Insurance Copy.
- 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.
- Self-declaration by High Court and Supreme Court judges, giving the new address in respect
 of their own accounts.
- 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.
- 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.
- 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.)

- 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:
- 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).
- 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.

| Types of entity | Documentary requirements |
|---|---|
| Corporate | 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. |
| 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. |
| 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. |
| 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. |
| 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. |
| 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. |
| Foreign Institutional Investors (FII) | Copy of SEBI registration certificate. Authorized signatories list with specimen signatures. |
| Army/ Government Bodies | Self-certification on letterhead. Authorized signatories list with specimen signatures. |
| 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. |

DETAILS OF PROMOTERS / PARTNERS / KARTA / TRUSTEES AND WHOLE TIME DIRECTORS FORMING A PART OF KNOW YOUR CLIENT (KYC) APPLICATION FORM for NON-INDIVIDUALS

| | PHOTOGRAPH | | | |
|-------------------------|--|-------------------------|-------------------|-------------------|
| cant : (| Whether Politically Exposed | □ PEP □ RPEP □ NO | □ PEP □ RPEP □ NO | □ PEP □ RPEP □ NO |
| PAN of the Applicant: (| Relationship with Applicant (i.e. promoters, whole time directors etc.) | | | |
| | Residential / Registered Address | | | |
| | DIN (for Directors) / Aadhar Number (For Others) | | | |
| | NAME | | | |
| Name of Applicant | PAN | | | |
| Name | Sr. No. | | | |



DETAILS OF PROMOTERS / PARTNERS / KARTA / TRUSTEES AND WHOLE TIME DIRECTORS FORMING A PART OF KNOW YOUR CLIENT (KYC) APPLICATION FORM for NON-INDIVIDUALS

Name of Applicant

PAN of the Applicant: (

| PHOTOGRAPH | | | |
|--|---------------|-----------------|-------------------------|
| Whether Politically Exposed | □ PEP □ NO | □ PEP □ RPEP | □ PEP □ RPEP □ NO |
| Relationship with Applicant (i.e. promoters, whole time directors etc.) | | | |
| Residential / Registered Address | | | |
| DIN (for Directors) / Aadhar Number (For Others) | | | |
| NAME | | | |
| PAN | | | |
| 7. O | | | |

Date:



Name & Signature of the Authorised Signatory(ies)

Annexure - 3

TRADING ACCOUNT RELATED DETAILS

For Individuals & Non-Individuals

| A. | BANKACCOUN | Γ(S) DETAILS | | | | | |
|--------------|------------------------------------|-------------------------------|----|----------------------------|--|-------------------------|---|
| 1. | Bank Name | | : | | | | |
| 2. | Branch Address | | :: | | | | |
| 3. | Bank Account No. | | : | | | | |
| 4. | Account Type | | : | | Saving 🗆 Current 🗅 Others | s - In | case of 🗅 NRI 🗅 NRE 🗅 NRO |
| 5. | MICR No. | | : | | | | |
| 6. | IFSC Code | | : | | | | |
| В. | DEPOSITORYA | CCOUNT(S) DETAILS | | | | | |
| 1. | Depository Particip | oant Name | : | | | | |
| 2. | Depository Name | | :: | NSD | L / CDSL | | |
| 3. | Beneficiary Name | | : | | | | |
| 4. | DP ID | | : | | | | |
| 5. | Beneficiary ID (BO | ID) | : | | | | |
| C. | TRADING PREF | ERENCES | | | | | |
| 1. | *Please sign in the | relevant boxes where you wi | sh | to tra | de. The segment not chosen s | hould | be struck off by the Client. |
| | Exchange | Cash | | _ | F & O | | Currency |
| | NSE | | | | | | |
| | BSE & MCX-SX | | | | | | |
| | # If, in future, the c | | eW | segm | nent/new exchange, separate a | authoriz | zation/letter would be taken from the |
| D. 1. | OTHER DETAILS Gross Annual Inco | Some Details (Please Specify) | : | Inco Belo Rs. Rs. | me Range (Per Annum) by 1,00,000/- 5,00,000/- 10,00,000/- to | Rs. 5 Rs. 1 Rs. 2 | ,00,000/- |
| 2. | Net-worth as on (c | late) | : | | | (c | ld/mm/yyyy) |
| | | | | | (*Ne | etwort | h should not be older than 1 year) |
| 3. | | ne and give brief details | : | □P | rofessional 🖵 Agriculturist | ☐ Re | vernment Service Business stired Housewife Student |
| 4. | Please tick, if app | licable | : | | tically Exposed Person (PEF) / ated to a Politically Exposed Pe | | (PEP) |
| 5. | Any other information | tion | : | | 7 | | |

E. PAST ACTIONS

| • | stituent or | any action/proceedings initi its Partners/Promoters/Who | le time Directo | ors/Authorised | Persons in ch | arge of dealing in securiti | | | | | | |
|----|---|---|------------------|-----------------|-----------------|------------------------------|-------------------------------|--|--|--|--|--|
| F. | | S THROUGH SUB-BROK dealing through the sub-bro | | | | | | | | | | |
| | Sub-broke | er/Remisier/AP Name : | | | Sebi Re | gistration No. : | | | | | | |
| | Registere | d Office Address : | | | | | | | | | | |
| | Phone : | Fa | ıx : | | Website : | | | | | | | |
| • | Whether d | ealing with any other stock b | roker/sub-brok | er (In case dea | aling with mult | iple stock brokers/sub-bro | kers, provide details of all) | | | | | |
| | | Stock-broker : | | • | • | b-broker, if any : | | | | | | |
| | Client Cod | de : | | | Exchange : | | | | | | | |
| | Details of | disputes/dues pending from | n/to such stoo | ck broker/sub-l | oroker: | | | | | | | |
| G. | ADDITIO | NAL DETAILS | | | | | | | | | | |
| • | Whether y | ou wish to receive physical | contract note | or Electronic (| Contract Note | (ECN) (please specify) | <u> </u> | | | | | |
| | Specify yo | our Email id, if applicable : | | | | | | | | | | |
| • | Whether y | ou wish to avail of the facilit | ty of internet t | rading/wireless | technology (| please specify) : | | | | | | |
| • | Number o | of years of Investment/Tradi | ng Experienc | ce : | | | | | | | | |
| • | In case of non-individuals, name, designation, PAN, UID, signature, residential address and photographs of persons authorise deal in securities on behalf of company/firm/others: | | | | | | | | | | | |
| | Sr. No. | Name of the Signa | tories | Sigi | nature | Designation | PAN No. | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| • | Any other | information: | | | | | | | | | | |
| Н. | INTRODU | JCER DETAILS (Optional | Accoun | t Settlement: C | nce a month | / quarter (As per SEBI R | lequirement) | | | | | |
| • | Name of t | he Introducer | : | | | (1) | (A.C. I. II. A.L.) | | | | | |
| | | | (St | urname) | | (Name) | (Middle Name) | | | | | |
| • | Status of t | the Introducer | : Sub-broke | er/Remisier/Aut | horized Perso | on/Existing Client/Other, pl | ease specify | | | | | |
| • | Address 8 | Phone of the Introducer | : | | | | | | | | | |
| | | | : | | | | | | | | | |
| • | Signature | of the of the Introducer | : | | | | | | | | | |
| l. | NOMINAT | ION DETAILS (for individ | lual only) | | | | | | | | | |
| • | ☐ I/We v | vish to nominate | | ☐ I/W | e do not wis | h to nominate | | | | | | |
| | Name of | the Nominee | : | | | | | | | | | |
| • | Relationsh | nip with the Nominee | : | | | | | | | | | |
| • | PAN of No | ominee | : | | Da | ate of Birth of Nominee : | | | | | | |
| | Address a | and phone no. of the Nomine | | | | | | | | | | |
| | | | : | | | | | | | | | |

| | If Nominee is a minor, detail | s of guardian: | | |
|-----------|--|--|--|--|
| | Name of the Guardian | : | | |
| • | Address and phone no. of the | | | |
| | Signature of the of the Guardia | | | |
| | WITNESSES (Only applicable | in case the account holder I | has made nomination) | |
| | Name : | | Name : | |
| | Signature : | | Signature : | - |
| | Address : | | Address : | |
| | Address : | | Address : | |
| DE | CLARATION : | | | |
| 1. | | changes therein, immediately | . In case any of the above i | of my/our knowledge and belief and I/we nformation is found to be false or untrue or |
| 2. | I/We confirm having read/beer broker and the tariff sheet. | n explained and understood | the contents of the docume | ent on policy and procedures of the stock |
| 3. | | ree to be bound by such prov | visions as outlined in these | gations' document(s) and 'Risk Disclosure documents. I/We have also been informed 's designated website, if any. |
| Pla | ace : | | | |
| | ite : | | Signature of the | Client (all) Authorised Signatory (ies) |
| | | | g | , |
| | | FOR OFF | ICE USE ONLY | |
| JC | C Code allotted to the Client : | | | |
| | | Documents verified with Originals | Client Interviewed By | In-Person Verification done by |
| ١ | lame of the Employee | | | |
| Е | Employee Code | | | |
| | Designation of the employee | | | |
| | Pate | | | |
| S | Signature | | | |
| We cop | e have also made the client awar by of all the KYC documents. I/W | re of 'Rights and Obligations' /e undertake that any change to the clients. I/We also unde | document (s), RDD and G in the 'Policy and Procedu ertake that any change in the | t and all the non-mandatory documents. I/ uidance Note. I/We have given/sent him a res', tariff sheet and all the non-mandatory e 'Rights and Obligations' and RDD would |
| S | gnature of the Authorised Signature | anatory | | Ocal/Otanes of the total |
| | | gnatory | | Seal/Stamp of the stock broker |
| n: | ato. | | | |

Annexure - 4

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

as prescribed by SEBI and Stock Exchanges

- 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 non-payment 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, inter-alia, 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.
- 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.

Annexure - 5

RISK DISCLOSURE DOCUMENT FOR CAPITAL MARKET AND DERIVATIVES SEGMENTS

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.
- 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.
- 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.

Annexure - 6

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 sub-broker. 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.

POLICIES & PROCEDURES OF AXIOM SHARE BROKING PVT. LTD.

AXIOM SHARE BROKING PVT. LTD., (herein after called 'ASBPL') has specific Operational Policies & procedures in place for smooth operations & Risk management which are listed as follows

1. Refusal of orders for penny stocks:

A stock that trades at a price which is less then than Face or paid-up value is considered as penny stock. ASBPL does not encourage trading in penny stocks or securities falling in T2T or Z group or illiquid stocks & reserves its right to refuse, prohibit or restrict or impose or vary limits on the orders that the client can place in all or some of the penny stocks and Illiquid Stocks. Exchange provide the list of illiquid securities on a periodic basis & the same is available at the website of exchange

Under exceptional circumstances and considering merits on case to case basis, trading in penny stocks/T2T/Z GROUP/Illiquid Stocks may be allowed to clients subject to stringent verifications of the client's intentions and bona fide reasons given by intending clients. further trading limits will be allowed subject to history and financial details of the client, Intention of doing the trades and 100% upfront payment. The said trading limits may not be allowed to clients on a regular basis.

ASBPL reserves its rights to suspend the client account if it is observed that the client is indulging in trading activities only in penny stocks/T2T/Z GROUP/Illiquid stocks or carrying on any insider trading activity, without any reasons being given to the client.

2. Setting up client's exposure limits:

ASBPL uses trading software provided by BSE LTD where feature of setting up individual client limit is not available hence ASB PL will setup client exposure limits manually based on the relationship, track record, financial detail & credit worthiness of the client. Compliance officer of the ASBPL will continuously monitor the limit & incase of any increase in the limit required then compliance officer would first check the need for doing so & would then increase the limits on the case to case basis at his own discretion. The exposure limit will defer from client to client at the discretion of the ASBPL.

ASBPL may need to vary or to reduce the limits or impose restrictions urgently on the basis of ASBPL's risk perception and other factors consider relevant by ASBPL & the ASBPL may be unable to inform the client of such variation, reduction or imposition in advance. ASBPL shall not be responsible for such variation, reduction or imposition or loss of opportunity by client or client's inability to place orders.

3. Applicable brokerage rate:

ASBPL will charge brokerage to client at a rate mutually agreed between them subject to minimum brokerage of RS 50/- per scrip Or minimum RS 100/- per contract which ever is higher, however brokerage will always be charged within the limit prescribed by SEBI/exchange. ASBPL may specify different brokerage for executing transaction for different clients

In addition to brokerage ASBPL will charge other charges like Transaction charges, stamp duty, service tax, security transaction tax (STT), SEBI turnover charges etc. as may be applicable from time to time.

4. Imposition of penalty/delayed payment charges by either party:

ASBPL reserves its right to pass on any penalty charged by SEBI/Exchange as a result of any violation or non-compliance Committed by the client with respect to submitting wrong KYC information, trading & position violations, indulging in price rigging, abnormal & circular trading, creating artificial market, doing financial transactions using trading systems of the exchange etc.

After the introduction of T+1 settlement pay-in & pay-out takes place much faster then it used to take place. As per rule though ASBPL needs to collect at least 10% upfront margin before execution of trade but for sake of convenience ASBPL is not collecting margin but will collect 100% payment on execution of trade or maximum by next day evening. Simultaneously ASBPL will release pay-out cheques (unless otherwise requested by client to withheld the same) on day of pay-out or maximum within one working day of pay-out or as per applicable rules from time to time.

ASBPL will charge delayed payment charges (DPC) @ 15% p.a. (subject to minimum of RS 50/- per scrip) on a daily basis on a sum due from date of trade to cheque realization date. The client understands that such DPC is deterrent in nature and as such ASBPL can not be assumed to be financing/funding the client's settlement obligations.

On delayed payment by ASBPL i.e. payments not made after T+2 day by ASBPL, ASBPL will pay DPC @ 15% p.a. on a daily basis on sum due from date of pay-out to payment is made, however if payment is withheld by ASBPL due to reasons like running account authorization given by client, shares are not delivered or partly delivered & are under auction, additional KYC details sought by ASBPL from client but not provided by client or any other valid reason, ASBPL will not release the payment & no interest will be paid to client & also ASBPL will with held amount till ASBPL satisfies itself regarding compliance.

ASBPL reserves its right to change the DPC rate at its sole discretion without assigning any reason thereof. any change in DPC shall be communicated to client from time to time.

5. The right to sell clients' securities or sell clients' positions, without giving notice to client, on account of non-payment of clients' dues

The client shall ensure timely availability of funds/securities in form & manner at designated time & in designated bank & depository account for meeting his pay-in obligation of funds/securities.

ASBPL reserves its rights to liquidate/close out all or any of the clients' position without giving notice to the client for non-payment of margins or other amounts including the pay-in obligation, out standing debts etc & adjust the proceeds of such liquidations/ close-out, if any, against the client's liabilities/obligation. all such liquidations/closing out shall be done by ASBPL on the best effort basis & while doing so, if any surplus left, the same will be credited to the client's account & any losses & financial charges on account of such liquidations/closing out shall be charged to & borne entirely by client.

6. Shortages in obligations arising out of internal netting of trades

Internal_shortages arises when both the buyer & seller of a scrip (Other then T2T & Z group) is clients of ASBPL & the seller fails to deliver scrip to fulfill his settlement obligation.

In such case, ASBPL will purchase the said scrip on T+3 day, which is the auction day on the exchange, on behalf of seller to make available the delivery of the said securities to the buyer.

If securities can not be purchased from the market due to any force majeure condition, then all shortages not bought-in are deemed to be closed out and short delivering seller client will be debited at the higher of highest price recorded in the scrip from the trading day on which the transaction took place up to a day prior to the day of auction i.e. pay-in day or 20% above the closing price on the day prior to the day of auction i.e. pay-in day.

7. Conditions under which client may not be allowed to take further position or the broker may close the existing position of the client

The ASBPL may at its sole discretion may reduce/restrict client to take further position or may close the existing position of client without any prior intimation/notice due to all or any of the following:-

- a) shortage of margin amount
- b) Any restrictions in relation to volume of trading/outstanding business or margin stipulated by the exchange, clearing corporation/clearing house and/or the ASBPL
- c) Delay by clients in meeting his obligations/dues to ASBPL and/or the clearing house
- d) Observing/discovery any abnormal behavior/action/deed/trading pattern of the clients dealing with ASBPL, for example repeated cheque bouncing, frequent non-fulfillment of sell obligation etc
- e) Any regulatory action taken by any regulatory authority on client
- f) Abnormal volatility in the market or political/financial instability in the country
- g) In view of impending price sensitive announcements by the exchange/listed company
- h) Scrip which is re listed and where the circuit filters are not applicable on the day of re listing
- i) Any extra ordinary event warranting such action

8. Temporarily suspending or closing a client's account at the Client's request

- Client account will be temporarily suspended if a client fails to submit details pertaining to KYC or any other details sought by ASBPL also ASBPL will withheld funds and securities pay-out if ASBPL has a reason to take such action which may arise due to the alerts generated by the surveillance system of the ASBPL. The account of such clients will remain suspended till suitable explanations are not received.
- 2. Client's account will be temporarily closed at client's request when client will intimate the ASBPL to do so in writing

9. Deregistering a client

Client will be debarred from doing a business or client will be deregistered due to all or any one of the following

- a) If client fails to meet his financial obligations/dues to ASBPL
- b) The client become un-discharged insolvent
- c) The client applies to be adjudicated as an insolvent
- d) The client being declared a defaulter by any of the regulatory bodies of the country or under any law being in force
- e) The client has found to be of unsound mind by a court of competent jurisdiction and the findings is in force
- f) The client has been convicted by a court of any offence involving turpitude
- g) If client is found to be indulging (directly or indirectly) in to any act or carry out any transaction or any transactions which are

in violation of Acts, Rules, Regulations ,Bye-laws & circulars governing security transactions

- If client fail to give any information which is either required by the ASBPL/exchange/SEBI h)
- on the specific written direction of any statutory /legal authority/regulatory authority i)
- In case of dispute with any client due to any reason, ASBPL will hold payments /securities of the client till ASBPL satisfies itself j) or till arbitration award is awarded by arbitration bench of exchange/any court & such client's account will not be reactivated byASBPL
- If particulars/information/statements given by client in KYC are found to be Incorrect or false or untrue or misleading or misrepresenting or any particulars/ information/statements have been suppressed or omitted there from
- I) The client makes voluntary written request to de-register himself

10

| | m) The death of the client |
|---|--|
|) | . Treatment of inactive account |
| | ASBPL will treat client account as inactive if client has not executed a single trade in a year. Such client's a/c will be reactivated after due verification and on receiving a request letter from client to restart the business along with his/her latest financial details & a full cheque for the purchase he/she wants to make. |
| | As ASBPL makes payments to clients on T+1 basis and client being a known entity, ASBPL will not hold payments of such clients. |
| | The above policies & procedures are adopted by ASBPL & areSubject to change/updation from time to time & clients are requested to abide by the same |
| | FOR AXIOM SHARE BROKING PVT. LTD. |
| | Sd/- |
| | Director |
| | |
| | |
| | I/WE hereby acknowledge that I/WE have received, read & understood policies & procedures of AXIOM SHARE BROKING PVT. LTD. with respect to dealing with them in security markets and state that I/we will strictly abide by the conditions laid in this policy. |
| | Also I/We agree not to call in to question the validity, enforceability & applicability of any provisions/clauses of this policy. These policies & procedures may be amended unilaterally by AXIOM SHARE BROKING PVT. LTD., provided the amendment is inform to me/us. These policies & procedures shall always be read along with the agreement & shall be compulsorily referred to while deciding any disputes or claim between me/us & AXIOM SHARE BROKING PVT. LTD. before any regulator or arbitrator or court of law |
| | S |
| | Customer's signature (If Corporate or other signatory then attest with company seal) |
| | Date: |

| From :_ | | | |
|---------|--|--|--|
| | | | |
| | | | |
| | | | |

To,

AXIOM SHARE BROKING PVT. LTD.

819/820, 8th Floor, Stock Exchange Bldg., Mumbai Samachar Marg, Fort, Mumbai - 400 001.

SUB: ORDER EXECUTION AUTHORISATION

You are requested to kindly note that orders placed / modifies / cancelled by me /us should not be noted in the order book, and that same is a time consuming affairs and may lead to loss due to non-execution of the orders in time due to the formalities involved. I/We hereby authorize you to accept verbal / telephonic instructions for placement / modification / cancellation of orders.

| Thanking you, | |
|-----------------------|--|
| Client Signature : S | |
| Client Name : | |
| Unique Client Code No | |

INTIMATION TO CLIENTS AND NOTING

| 10, |
|---|
| AXIOM SHARE BROKING PVT. LTD. |
| (Member of Bombay Stock Exchange Limited) |
| (Member of National Stock Exchange of India Limited) |
| 819/820, 8th Floor, Stock Exchange Bldg., |
| Mumbai Samachar Marg, Fort, Mumbai - 400 001. |
| |
| Sir(s), |
| |
| Re: Confirmation of noting |
| I/We confirm that I/we have made note of the following: |
| 1. That you do trade in your OWN/ PRO account and partners of the firm in their individual capacity do invest/trade in capital/derivative segment |
| 2. That your investor grievance email ID is axiomcompliance@gmail.com |
| |
| Thank you, |
| |
| Client Signature : S |
| |

Date : _____

Place : _____

BROKERAGE TABLE

| CLIENT NAME : | | | | | |
|--------------------|-----------|------|-----------|--|----------------------|
| CLIENT CODE : | | | | | |
| | | | | | |
| | | Ra | ate / Qty | Brokerage % | Minimum Brokerage |
| TYPE | | FROM | ТО | | |
| TRADING | 1 | | | | |
| ONE SIDE | 2 | | | | |
| TRADING / | 1 | | | | |
| OTHER SIDE | 2 | | | | |
| DELIVERY | 1 | | | | |
| | 2 | | | | |
| FUTURES | | | | | |
| OPTIONS | | | | | |
| | | | | ned hereinabove, other Charges etc. as may be applicable | |
| SUB-BROKER / REMIS | SSER NAME | : | | | |
| SUB-BROKER / REMIS | SSER (%) | : | | | |
| CLIENT SIGNATURE | | | | | |
| SUB-BROKER / REMIS | SSER SIGN | SB | | | |

| FROM: | |
|--|---|
| | |
| | |
| | |
| To, | |
| AXIOM SHARE BROKING PVT. LTD. 819/820, 8TH FLOOR, STOCK EXCHANGE BLDG., MUMBAI SAMACHAR MARG, FORT, MUMBAI - 400 | |
| DEAR SIR, | |
| SUB: RECEIPT OF CO | PY OF KNOW YOUR CLIENT FORM (KYC) |
| I/WE, HAVE RECEIVED THE COPY OF KYC FORM, | (ANNEXURE 1 TO 6) & COPIES OF POLICIES & PROCEDURES |
| ALONG WITH THE COPY OF ALL THE DOCUMENT | S SUBMITTED BY ME/US. |
| THANKING YOU, | |
| YOURS SINCERELY, | |
| S | |
| CLIENT NAME : | |
| UNIQUE CLIENT CODE NO : | |
| DATE · | |

RUNNING ACCOUNT AUTHORISATION - VOLUNTARY

| | | CLIENT NAME: | |
|--|--|---|---|
| | | ADDRESS: | |
| To, | | | |
| AXIOM SHARE BROKING PVT. LTD. | | | |
| 819/820, 8th Floor, Stock Exchange Bldg., | | | |
| Mumbai Samachar Marg, Fort, Mumbai - 400 | 0 001. | | |
| Dear Sir, | | | |
| | Re: Running Account Authori | zation | |
| I/We am/are aware that as per the SEBI/ Exchange payout. However, In order to facilitate operations, with you on a running account basis and consider due to you across any segment of exchange & a Withheld my/our credit/securities in anticipate release the same. I/We understand that no interest the charges in respect of aforesaid adjustments segment any of exchange with credit of any of I/We understand that: 1. As per SEBI requirements, the authors. 2. The manner of renewal will be as prescribed by SEBI/ Exchanges | I/We hereby request & authorized yer the balances In my/our account, we lso authorize you to ion of future debits in my/our accerest will be payable to me/us or ents. I/We further authorized you other segment of exchange in my orization shall be renewed at least | you to maintain my/our account, yith you for the purpose of marging account till my/our further insensuch withheld amount & I/W to set off/ adjust any of my/y/our account. | both securities and funds, ins or any other obligations truction or demand to 'e undertake to bear all /our Debit/dues in any |
| This running account authorization is valid for be renewed by us yearly | a period of one year, i.e. from | date to | date and shall |
| I/We, am/are under an obligation to bring any working days from the date of receipt of Fund | • | | to your notice within 7 |
| Thanking you, Yours faithfully, | | | |
| Client Signature: S | Client Name: | | |
| Place: | Date: | | |
| Note: The authorization shall be signed by the | | | iny holder of the Power |

of Attorney

FORMAT OF BOARD RESOLUTION FOR APPOINTING AXIOM SHARE BROKING PVT. LTD. (FOR CORPORATE)

(On Company's Letter Head)

| To, | FROM: |
|--|---|
| AXIOM SHARE BROKING PVT. LTD. 819/820, 8TH FLOOR, STOCK EXCHANGE BLDG., MUMBAI SAMACHAR MARG, FORT, MUMBAI - 400 001. | |
| Dear Sirs, | |
| We hereby certify that the following is a true copy of a resolution of company) in accordance with their authority, at a meeting duly held or that the said company in the general meeting has not imposed any reany of their powers to invest the funds of the company. | and not subsequently rescinded or modified and |
| RESOLVED: | |
| That AXIOM SHARE BROKING PVT. LTD. (hereinafter called 'ASBPL | be appointed to act as our Stock Broker. |
| Further resolved that following person whose Signature is appended authorised to represent us & to give instructions to 'SADCO' for | gainst their name be Individually / jointly be and is/are |
| Placing / modifying cancelling orders on our behalf Acknowledging contract notes issued by you to us for our trades | |
| 3. Communicating changes in our KYC details4. All other communications from us to you | |
| | |
| (1) Name Signature | Title |
| | |
| Further resolved that the Company will communicate a certified copy | of the said resolution to SADCO. |
| PLACE : | |
| DATE : | |

ATTESTED TRUE COPY

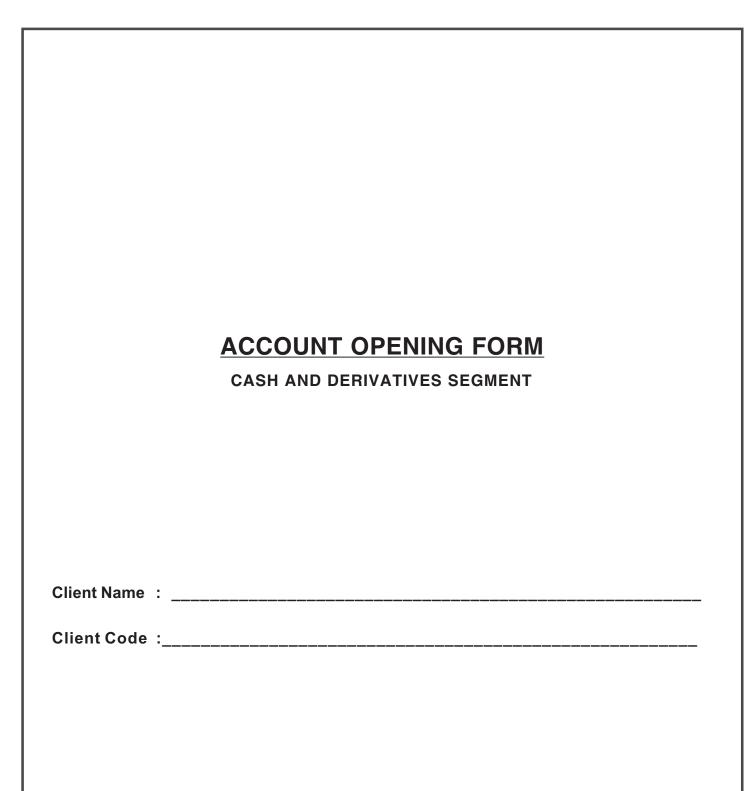
NAME, SIGNATURE & SEAL OF COMPANY SECRETARY

| To, Forma | t of Declaration by the Proprietorship Firm (On pre-printed letterhead of the firm) | FROM: |
|---|--|---|
| AXIOM SHARE BROKING PVT. LTD. 819/820, 8TH FLOOR, STOCK EXCHANGE MUMBAI SAMACHAR MARG, FORT, MUMB | E BLDG., | |
| Dear Sir, I refer to the trading account opened with you in | n the name of | and declare and authorize you as under. |
| regulations. To facilitate the operation of the obligations pursuant to the trading operations. | be opened with a depository participant in the na above trading account with you and for the pu I authorize you to recognize the beneficiary account a under signed that is the sole proprietor of the firm | rpose of completing the share tran sfer int no with DP |
| | ed and/or sold by the firm will be handled through de by you to the beneficiary account as comple t of the firm. | |
| writing of any change that takes place in the | rietor of the firm and am solely responsible for the constitutuion of the firm and I will be personally li- you I further undertake to personally discharge su | able to you for all the obligation that the |
| shall be solely / exclusively for credit to the according s. AXIOM SHARE BROKING PVT LTD. I shall not lay any claim whatsoever in future | by be issued by me from individual account or mount of my sole proprietorship firm M/s | D. for affording credit of such cheques |
| Thanking You, Yours faithfully, | | |
| Signature of the Proprietor along with Stamp | | |
| Name of the Proprietor : | | |
| <u> </u> | at of Authority Letter by the Partnership Firm | FROM: |
| AXIOM SHARE BROKING PVT. LTD. 819/820, 8TH FLOOR, STOCK EXCHANGE MUMBAI SAMACHAR MARG, FORT, MUMB | | |
| Dear Sir, | | |
| | selling of securities and /or other investment produ | desire to open a trading ac- |
| We recognise that a beneficiary account ca regulations. To facilitate the operation of the obligations pursuant to the trading operation | nnot be opened with a depository participant in above trading account with you and for the pus. We authorize you to recognize the beneficiary he name of the under signed that is of the partners. | the name of a partnership firm as per rpose of completing the share transfer account no with |
| We, the partners jointly authorise our partneyou as our broker for securities, trades, funds purporting to be done on behalf of the firm shoccurred in respect of such acts has been of | er, Mr./ Mrss, investments, etc., and undertake that all the ach all be binding on the firm and each one of us an discharged. | to issue instructions to cts of the said partner in this connection d respective estate until liabilities if any, |
| Thanking You, Yours faithfully, | | |
| Full Name of the Partners 1. 2. 3. | <u>Signature</u> | |
| 4. | 28 | |

| To, | Н | UF DECLARATI | ON | FROM: | | |
|--|---|---------------------|--------------------------------|---|---|--------|
| 819/820, 8TH F | BROKING PVT. LTD. LOOR, STOCK EXCHANGE BLDG., CHAR MARG, FORT, MUMBAI - 400 0 | 01. | | | | |
| I hereby request | t you to open our account with you, for o | our HUF. | | | | |
| . • | my family , I hereby declare that follo | wing is the list of | family mer | mbers in our HUF, | as on date of Applic | ation |
| Sr.No. | Name of Family Members | | Sex | Relations | Date of Birth | _ 1 |
| 31.110. | Name of Family Members | | Sex | Relations | Date of Birth | - |
| | | | | | | 1 |
| | | | | | | 1 |
| | | | | | | _ |
| | | | | | | - |
| | | | | | | - |
| Application to op I agree that any t | alse/ misleading information give by me nd further action. Further, I agree that | or sujppression of | any materia | al information will re | ender my said account | liable |
| Karta (Affix stamp of H | , | | | | | |
| To, | CC | NFIRMATION OF | HUF | FROM: | | |
| 819/820, 8TH F MUMBAI SAMAI I/We the co pa | BROKING PVT. LTD. LOOR, STOCK EXCHANGE BLDG., CHAR MARG, FORT, MUMBAI - 400 0 | H. | U.F, do he | ereby confirm that | at we have no objec | tion |
| to instruction by me | eans of either a Power of Attorney / Auth | who | o is the Ka XIOM SHA | rta of the aforesaid .RE BROKING PV1 | d H.U.F. TO issue sta T. LTD . | inding |
| We understand | that this Power of Attorney / Authorisery of shares sold by the Karta on behalt | ed letter issued to | | | | |
| Beneficiary Acco | ount No | | | | | |
| Name of Co –pa | arceners | Signature | | | | |
| · | | Ü | | | | |
| | | | | | | |
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| | | | | | | |
| | | | | | | |
| · | | | | | | |

| To, Axiom Share Broking Pvt. Ltd. 819/820, P. J. Tower, M. S. Marg, Fort, Mumbai - 400 001. | | |
|---|---|----------------------|
| Member - BSE/NSE | | |
| Kindly note the following details my/our | | |
| UCC CODE :maintained with you. | BO ID : | |
| FATCA/ | CRS DETAILS | |
| Place and country of Birth | | |
| Are you assessable to tax in any country other than India (yes/no) | | |
| If no, we declare that | I/We are Indian citizens, my/oue residence for tax purpose is India and I/We am/are not a "US person" as defined in Rule 114F of the Income Tax Rules, 1962. | |
| If yes, then kindly provide the Tax Payer Identification Number (TIN) or functional equivalent as issued in the specific country (in case of multiple countries, kindly give for all the countries) | | |
| with FATCA/CRS. You are not able to offer any tax adv professional tax advisor for any tax questions. I/We agree | on inter alia for the purpose of of determining my/our status in convice on CRS or FATCA or its impact on me/us. I/We shall seek advice to submit a new form within 30 days if any information or certificate required to report, reportable details to CBDT or close or susp | ice from ation on |
| | nd to the best of my knowledge and belief the certification is true, of ystems, the KRA systems and other places as desired by you. | correct and |
| Signature of Client : | | |
| Client Name :- | | |
| Date: DD/ MM / YYYY | | |

Place:_____





AXIOM SHARE BROKING PVT. LTD.

MEMBER

• BOMBAY STOCK EXCHANGE LIMITED • NATIONAL STOCK EXCHANGE OF INDIA LTD.

819/820, 8th Floor, Stock Exchange Bldg., Mumbai Samachar Marg, Fort, Mumbai - 400 001.

Tel. No.: +91 - 22- 3029 5022 - 24 • Fax: +91 - 22 - 3029 5012 Email: axiom12212@gmail.com/axiomcompliance@gmail.com

Annexure - 1

ACCOUNT OPENING KIT

INDEX OF DOCUMENTS

Brief Significance of the Document

Page No.

| Italiio oi tiio Boodiiioiit | Brief digitification of the Bocament | | | |
|--|--|--|--|--|
| MANDATORY DOCUMENTS AS PRESCRIBED BY SEBI & EXCHANGE | | | | |
| Account Opening Form | A. KYC form - Document captures the basic information | | | |
| | | 1 - 9 | | |
| | · ' | | | |
| | · | | | |
| | | | | |
| Rights and 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) | 10 - 13 | | |
| Risk Disclosure Document (RDD) | Document detailing risks associated with dealing in the securities market. | 14 - 16 | | |
| Guidance note | Document detailing do's and don'ts for trading on exchange, for the education of the investors. | 17 - 18 | | |
| Policies and Procedures | Document describing significant policies and procedures of the stock broker | 19 - 21 | | |
| Intimation to Client & Noting | | 22 | | |
| Tariff Sheet | Document detailing the rate/amount of brokerage and other charges levied on the client for trading on the stock exchange(s) | 23 | | |
| Receipt of Copy of KYC | | 24 | | |
| | Account Opening Form Rights and Obligations Risk Disclosure Document (RDD) Guidance note Policies and Procedures Intimation to Client & Noting Tariff Sheet | Account Opening Form Account Opening Form A. KYC form - Document captures the basic information about the constituent and an instruction/check list. B. Document captures the additional information about the constituent relevant to trading account and an instruction/check list. Rights and 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) Risk Disclosure Document (RDD) Document detailing risks associated with dealing in the securities market. Document detailing do's and don'ts for trading on exchange, for the education of the investors. Policies and Procedures Document describing significant policies and procedures of the stock broker Intimation to Client & Noting Tariff Sheet Document detailing the rate/amount of brokerage and other charges levied on the client for trading on the stock exchange(s) | | |

VOLUNTARY DOCUMENTS AS PROVIDED BY THE STOCK BROKER

| 9. | Running Account Authorisation | Authority to maintain fund, securities on running account basis | 25 |
|----|-------------------------------|---|----|
|----|-------------------------------|---|----|

AXIOM SHARE BROKING PVT. LTD.

Name of the Document

BSE CLEARING NO.: 3305 • NSE CLEARING NO.: 12212

BSE SEBI REGN. NO.: CASH SEGMENT: INB011380236 • NSE SEBI REGN. NO.: INB231221236

DERIVATIVES SEGMENT:

Sr. No.

BSE SEBI REGN. NO.: INF011380236 • NSE SEBI REGN. NO.: INF231221236

DERIVATIVE CLEARING MEMBER EDELWEISS SECURITIES LTD.

EDELWEIS HOUSE, OFF C.S.T. ROAD, KALINA, MUMBAI - 400 098. TEL.: +91 22 4019 4871

SEBI REG. NO.: INF231193310

Compliance officer: Nisha S. Vanjari

Phone no.: +91 3029 5022

Phone no.: +91 9820149810

For any grievance/dispute please contact **AXIOM SHARE BROKING PVT LTD.** at the above mentioned address and phone nos. **91 - 22 - 3029 5002** or email id: **axiomcompliance@gmail.com**

In case not satisfied with our response, please contact at:

NSE : Email- ignse@nse.co.in Phone no.: +91 2659 8190