



## **Amrapali Capital and Finance Services Ltd.**

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Regd. Office :Shop No. 3, Ashoka Complex, Ground Floor,  
B/h. Woodland Hotel, Naroli Cross Road, Silvassa.

Phone : 0260-2631329

Web Site : [www.amrapali.com](http://www.amrapali.com)

# **CLIENT REGISTRATION FORM**

(COMBINED FOR DP, NSE, BSE, MCX-SX & USE)

Sub Broker Name :

Branch Name :

Client Name :

UCC Code :

KRA ACK No. :

Auth. By :

**Information Regarding Member**

## Amrapali Capital and Finance Services Ltd.

Member : **BSE** - Bombay Stock Exchange Ltd.  
**NSE** - National Stock Exchange of India Ltd.  
**MCX** - SX-Mcx Stock Exchange Ltd.  
**USE** - United Stock Exchange Ltd.  
**NSDL** - National Securities & Depository Ltd.

**SEBI Registration Numbers**

BSE	CASH	INB 010758838	18-11-2005
	FO	INB 010998733	07-12-2006
NSE	CASH	INB 230758835	08-08-1995
	FO	INF 230758835	29-11-2002
	CURRENCY	INE 230758835	26-08-2008
MCX-SX	CURRENCY	INE 260758838	30-09-2008
USE	CURRENCY	INE 270758837	04-10-2010
NSDL	DEPOSITORY	IN-DP-NSDL-324-2009	25-09-2009

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 Phone : 0260-2631329  
 Web Site : www.amrapali.com

**Corporate Office :** 19/20/21, 3rd floor, Narayan Chambers, B/h. Patang Hotel, Ashram Road, Ahmedabad-380 009.  
 Phone : 079-26581329-30, Fax : 079-26584313  
 Web Site : www.amrapali.com  
**Investor Grievance E-mail : grievances@amrapali.com**

**Compliance Officer :** Mr. Nirav Basher. Phone : 26575105, E-mail : nirav.basher@amrapali.com  
**Senior Manager :** Mr. Jigar Gajjar (IT & System) E-mail : support@amrapali.com  
**Senior Manager :** Mr. Hitesh Soni (DP) E-mail : demate@amrapali.com  
**Senior Manager :** Mr. Baldev Patel (Demat) E-mail : baldev@amrapali.com

**Information Regarding ACFSL Sub-broker / Authorised Person**

Sub Broker/Authorised Person Name :

SEBI Registration NSE Cash : **I N S**

BSE Cash : **I N S**

Authorised Person Registered with: BSE Cash

NSE Cash

NSE F&O

**Investor Grievance Cell / Arbitration**

(In case not satisfied with the response, please contact the concerned exchanges(s) at)

**NSDL : Investor Grievance :** Office-In-Charge, Investor Relationship Cell,  
National Securities Depository Limited, Tradeworld, 4th Floor, A - Wing, Kamala Mills Compound, Lower  
Parel, Mumbai-400 013. Phone : 022-24994200, Fax : 022-24972993/24976351, E-mail : relation@ndsl.co.in

**NSE : Investor Grievance Cell / Arbitration,**  
Email : ignse@nse.co.in, Tel No. : (022) 26598190 - Fax No. : (022) 26598191

**BSE : Investor Grievance Cell / Arbitration.**

Effective from 31st January, 2009, the Complaint against trading members of the Exchange or Applications for Arbitration should be filed at the concerned Regional arbitration Centre referred to in column 1 below covering that State or Union Territory of India, referred to in Column 2 below, within which the most recent address / registered office address of the constituent, as duly communicated in writing to the trading member in accordance with law, is located. Provided in respect of a non-resident Indian Constituent, the Seat of Arbitration shall be Regional Arbitration Centre which covers the States and Union Territories given in Column 2, in which lies the address or the Registered Office address, as the case may be, of the trading member, depending upon corporate or non-corporate membership of the trading member. The hearings shall be held in the concerned Regional Arbitration Centre in which the Applicant had duly filed the Application for Arbitration.

Column 1	Column 2	Column 1	Column 2
Regional Arbitration Centre	States and Union Territories covered by the Regional Arbitration Centres	Regional Arbitration Centre	States and Union Territories covered by the Regional Arbitration Centres
BSE Limited Regional Office - North, 7th Floor, Mercantile House, K G Marg New Delhi - 110 001. Phone No. :011-41510481 Telefax No. : 011-41510480 E-mail Id : iscdelhi@bseindia.com ritesh.kumar@bseindia.com	Delhi, Haryana, Uttar Pradesh, Uttaranchal, Himachal Pradesh, Punjab, Jammu & Kashmir, Chandigarh, Rajasthan	BSE Limited Regional Office - East, 1st Floor, Kishor Bhaban 17, R. N. Mukherji Road Kolkata - 700 001 Telephone No.: 033-22133184, Telefax No. : 033-22130530 E-mail Id : isc.kolkata@bseindia.com; anirban.guha@bseindia.com	Maharashtra, Gujarat, Goa, Daman & Diu, Dadra & Nagar Haveli, Madhya Pradesh
BSE Limited Regional Office - South, No.4. Vijaya Towers, 3rd Floor Kodambakkam High Road (Opp. to Palm Grove Hotel) Chennai - 600 034 Phone No. : 044-420089959 Telefax No. : 044-42089958 E-mail Id : iscchennai@bseindia.com; s.periyasamy@bseindia.com	Andhra Pradesh, Karnataka, Kerala, Tamilnadu, Andaman & Nicobar, Lakshadweep, Pondicherry.	Regional Office - West, Department of Investor Services, P J Towers, 1 st floor, Dalal Street, Fort, Mumbai - 400001. Phone No. : 022-22721233/34 Fax No. : 022-22723677 E-mail Id : stanies.crasto@bseindia.com	Maharashtra, Gujarat, Goa, Daman & Diu, Dadra & Nagar Haveli, Madhya Pradesh

**MCX-SX at :** investorcomplaints@mcx-sx.com

**USE : Investor Grievance Cell / Arbitration,**  
Email : redressal@useindia.com, Tel No. : (022) 42444932, 22728312

**PART-A : MANDATORY DOCUMENTS AS PRESCRIBED BY SEBI, EXCHANGES & DEPOSITORY**

Sr. No.	Name of the Document	Brief Significance of the Document	Page No.
1	Account Opening Form	A. KYC form - Document captures the basic information about the constituent and an instruction/check list.	04 - 13
		B. Document captures the additional information about the constituent relevant to trading account and an instruction check list.	14 - 24
2	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).	25 - 29
3	Risk Disclosure Document (RDD)	Document detailing risks associated with dealing in the securities market.	30 - 33
4	Guidance note	Document detailing do's and don'ts for trading on exchange, for the education of the investors.	34 - 35
5	Policies and Procedures	Document describing significant policies and procedures of the stock broker (to be added by the stock broker).	36 - 40
6	Tariff sheet	Document detailing the rate/amount of brokerage and other charges levied on the client for trading on the stock exchange(s) (to be added by the stock broker).	20 - 20

**PART-B : VOLUNTARY DOCUMENTS AS PROVIDED BY THE STOCK BROKER / DP**

7	Confirmation note regarding KYC mandatory/non mandatory requirement	41 - 41
9	Client running account authorisation	42 - 42
10	E-mail / SMS consent to receive the ECN, Trade confirmation and DP Transaction	43 - 44
(A)	Agreement between ACFSL and BO Holders (Equity and Derivatives market	55 - 56
(B)	POA in favour of ACFSL (under voluntary requiremen	47 - 48
(C)	Schedule of Demat charges (H.O.)	57 - 57
(D)	Schedule of Demat charges (Franchisee)	58 - 58
(E)	Various format for opening Trading and Demat account	49 - 50
(F)	Internal Checklist for ACFSL purpos	51 - 52
(G)	Client In-Person verification	53 - 53



**ACFSL**

**Corporate Office :**

19/20/21, 3rd floor, Narayan Chambers, B/h. Patang Hotel, Ashram Road, Ahmedabad-380 009. Phone : 079-26581329-30, Fax : 079-26584313  
Web Site : www.amrapali.com

**FOR INDIVIDUAL TRADING & DEMAT ACCOUNT**

**Type of Account**

Ordinary Resident	<input type="checkbox"/>	Qualified Foreign Investor	<input type="checkbox"/>	Minor	<input type="checkbox"/>
NRI Repatriable	<input type="checkbox"/>	Foreign National	<input type="checkbox"/>	Promoter	<input type="checkbox"/>
NRI Non-Repatriable	<input type="checkbox"/>	Proprietorship Firm	<input type="checkbox"/>	Others (Please Sprcify)	<input type="checkbox"/>

**Personal Details**

Name :	First Name	Middle Name	Surname
Father's/Spouse Name :	First Name	Middle Name	Surname
DOB	D D M M Y Y Y Y	Male <input type="checkbox"/> Female <input type="checkbox"/>	Married <input type="checkbox"/> UnMarried <input type="checkbox"/>
PAN :	UID :		
Identity Proof :	PAN <input type="checkbox"/>	DL <input type="checkbox"/>	Voter ID <input type="checkbox"/> Passport <input type="checkbox"/> Other (specify) <input type="checkbox"/>

**Correspondence Address**

City :	Pin Code :	State :
Country :	STD Code :	Fax No. :
Mobile No. :	SMS Facility : Yes <input type="checkbox"/> NO <input type="checkbox"/>	
Tel No. (R) :	Tel No. (O) :	
Email Id :		
Address Proof :	DL/Passport /Voter ID/Bank/Elect.Bill /Tele.Bill /Other (specify)	

**Income Range of Networth (Financial Details)**

Income (Annum) :	Below 1 Lacs <input type="checkbox"/>	01-05 Lacs <input type="checkbox"/>	05-10 Lacs <input type="checkbox"/>	10-25 Lacs <input type="checkbox"/>	> 25 Lacs <input type="checkbox"/>
or					
Networth (as on) :	D D M M Y Y Y Y	: is Rs..... (should not be older than 1 year)			

**Financial Proof for F & O**

Copy of IT Return with Acknowledgment

Bank A/C. Statement for last 6 months

Salary Slip

Self Declaration along with relevant Supporting

**Education and Occupation details**

Educational Qualifications : Graduate  Post Graduate  Professional  Others (Specify) : .....

Occupation : Private Sector  Public Sector  Government Service  Professional  Agriculturist

Self Employed  Business  House Wife  Retired  Student  Others (specify) : .....

Nature of Business :

Name of Employer :

Name of Establishment (If self employed/business/professional/others) :

Office Address :

City : Pin : State : Country : Tel/Fax No. :

Politically Exposed Person (PEP)  Related to a Politically Exposed Person (PEP)

Any Other Information :

**Please attach recent passport size photographs in the space provided below :**

**Trading Client/Sole (Minor) /First Holder**

*Signature required across the photograph*

**Second Holder/Guardian(\*)**

*Signature required across the photograph*

**Third Holder**

*Signature required across the photograph*

**Please sign in black ink only**

**Second Holder's Details**

Name :	<b>First Name</b>	<b>Middle Name</b>	<b>Surname</b>
Father/Husband Name :	<b>First Name</b>	<b>Middle Name</b>	<b>Surname</b>
PAN :	UID :		
Telephone No. :	Occupation :		
Mobile No.	SMS Facility : Yes <input type="checkbox"/> NO <input type="checkbox"/>		
E-mail ID :			
Identity Proof :	PAN	DL	Voter ID
	Passport	Other (specify)	

**Second Holder's Address**

City :	State :	Pin Code

**Third Holder's Details**

Name :	<b>First Name</b>	<b>Middle Name</b>	<b>Surname</b>
Father/Husband Name :	<b>First Name</b>	<b>Middle Name</b>	<b>Surname</b>
PAN :	UID :		
Telephone No. :	Occupation :		
Mobile No.	SMS Facility : Yes <input type="checkbox"/> NO <input type="checkbox"/>		
E-mail ID :			
Identity Proof :	PAN	DL	Voter ID
	Passport	Other (specify)	

**Third Holder's Address**

City :	State :	Pin Code

**Foreign Address - In Case of NRIs**

Foreign Address			
RBI Reference No.	RBI Approval Date	D	D
		M	M
		Y	Y
		Y	Y

**Standing Instructions**

I/we authorise ACFSL to receive to receiver credits automatically into my/lour account	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Account to be operated through Power of Attorney (POA)	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
SMS Alert Facility : (Mandatory if you are giving power of Attorney (PoA). Ensure that the mobile number is provided in the KYC Application Form)				
Sr. No.	Holder	Yes	No	
1	Sole / First Holder	<input type="checkbox"/>	<input type="checkbox"/>	
2	Second Holder	<input type="checkbox"/>	<input type="checkbox"/>	
3	Third Holder	<input type="checkbox"/>	<input type="checkbox"/>	

**Guardian Details (In case the Sole Holder/First holder is a minor)**

Name	: First Name	Middle Name	Surname
Relationship Status :	Date of Birth (of minor) <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
PAN No.	<input type="text"/>	UID No.	<input type="text"/>
E-mail ID :	Mobile No. <input type="text"/>		
Address :			
City :	State :	Pin Code <input type="text"/>	

**Nomination(s) Not Applicable for HUF A/c's**

- I/We wish to make a nomination and do hereby nominatd the following persons in whom all rights and / or money payable in respect of securities held in the Depository and trading account by me/us in the said trading / beneficiary owner account shall vest in the event of my/our death.
- I/We do not wish to make a nomination

Name of Nominee	<input type="text"/>		
Relationship with applicant. (if any) :			
Address of Nominee	<input type="text"/>		
	City :	Pin Code <input type="text"/>	
	PAN No. <input type="text"/>	Tele : <input type="text"/>	

**Guardian (In case Nominee is a Minor)**

Name of Guardian	<input type="text"/>		
Address of Guardian	<input type="text"/>		
	City :	Pin Code <input type="text"/>	
	Tele : <input type="text"/>		
Date of Birth (In case of Minor) : <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>			
Relationship of Guardian with nominee	<input type="text"/>		

Photo graph of-the Nominee

Signature of Nominee across Photograph

X

Signature of Nominee/ Guardian (As applicable)

Photo graph of-the Guardian (In case of Minor)

Signature of Guardian across Photograph

**Signature of Witness**

Name of 1st Witness								
Address								
Signature (1st witness)	X Signature (1st Witness)	Place						
		Date :	D	D	M	M	Y	Y

Name of 2nd Witness								
Address								
Signature (1st witness)	X Signature (2nd Witness)	Place						
		Date :	D	D	M	M	Y	Y

**Trading / Sole (Minor) / First Holder**

X Sole/First Holder Signature

**Second Holder**

X Second Holder Signature

**Third Holder**

X Third Holder Signature

**Declaration**

The rules and regulations of the Depository and Depository Participants pertaining to an account which are in force now have been read by me/us and I/we have understood the same and I/we agree to abide by and to be bound by the rules as are in force from time to time for such accounts. I/we hereby declare that the details furnished above are true and correct to the best of my/our knowledge and belief and I/we undertake to inform you of any changes therein, immediately. In case any of the above information is found to be false or untrue or misleading or misrepresenting, I am/we are aware that I/we may be held liable for it. In case non-resident account, I/we also declare that I/we have complied and will continue to comply with FEMA regulations.

	Name(s) of holder(s)	Signature(s) of holder
Sole/First Holder/Guardian (in case sole holder is minor) (Mr./Ms.)		
Second Holder (Mr./Ms.)		
Third Holder (Mr./Ms.)		

**Notes :**

1. All communication shall be sent at the address of the Sole/First holder only.
2. Thumb impressions and signatures other than English or Hindi or any of the other language not contained in the 8th Schedule of the Constitution of India must be attested by a Magistrate or a Notary Public or a Special Executive Magistrate.
3. Instructions related to nomination, are as below :
  - I. The nomination can be made only by individuals holding beneficiary owner accounts on their own behalf singly or jointly. Non-individuals including society, trust, body corporate, partnership firm, karta of Hindu Undivided Family, holder of power of attorney cannot nominate. If the account is held jointly all joint holders will sign the nomination form.
  - II. A minor can be nominated. In that event, the name and address of the Guardian of the minor nominee shall be provided by the beneficial owner.
  - III. The Nominee shall not be a trust, society, body corporate, partnership firm, karta of Hindu Undivided Family or a power of Attorney holder, A non-resident Indian can be a Nominee, subject to the exchange controls in force, from time to time.
  - IV. Nomination in respect of the beneficiary owner account stands rescinded upon closure of the beneficiary owner account. Similarly the nomination in respect of the securities shall stand terminated upon transfer of the securities.
  - V. Transfer of securities in favour of a Nominee shall be valid discharge by the depository and the Participant against the legal heir.
  - VI. The cancellation of nomination can be made by individuals only holding beneficiary owner accounts on their own behalf singly or jointly by the same persons who made the original nomination. Non-individuals including society, trust, body corporate, partnership firm, karta of Hindu Undivided Family, holder of power of attorney cannot cancel the nomination. If the beneficiary owner account is held jointly, all joint holders will sign the cancellation form.
  - VII. On cancellation of the nomination, the nomination shall stand rescinded and the depository shall not be under any obligation to transfer the securities in favour of the Nominee.
4. Strike off whichever is not applicable.

**Acknowledgement**

Participant Name, Address & DI ID

Received the application from Mr./Ms.....as the sole/first holder alongwith .....and..... as the second and third holders respectively for opening of a depository account. Please quote the DP & Client ID allotted to you in all your future correspondence.

**Participant Stamp & Signature**

Date : 

D	D	M	M	Y	Y	Y	Y
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# ACFSL

**Regd. Office :**

Shop No. 3, Ashoka Complex, Ground Floor, B/h. Woodland Hotel, Naroli Cross Road, Silvassa. Phone : 0260-2631329, Web Site : www.amrapali.com

## FOR NON-INDIVIDUAL

### Type of Account for Non-Individual (Demat and Trading)

Partnership  Trust  HUF  Body Corporate  Private Limited  Public Limited   
 Bank  NBFC  AOP  LLP  Other (specify)   
 Qualified Foreign Investor  FI  Mutual Fund  CM  FII

### Details for Trading (Corporate, Firm, HUF, HUF Karta, Partners)

Name of Company/Firm/HUF/Others :

Name of HUF Karta :

Name of Authorised Partner/Person (1) :

Name of Authorised Partner/Person (2) :

 Date of Incorporation        

Place of Registration :

 Date of commencement of Business :        

Reg. No.(ROC) :

PAN :

UID :

 Identity Proof : PAN  Other (specify)

For HUF, Partnership Firm, Unregistered Trust, Association of Persons (AOP) etc., although the account is opened in the name of the karta, partner(s), trustee (es) etc., the name & PAN of the HUF, Partnership Firm, Unregistered Trust, Association of Persons (AOP) etc., should be mentioned below :

### Registered Office Address / HUF Karta Address

City :			Pin Code :			State :		
Country :			STD Code :			Fax No. :		
Mobile No. :						SMS Facility : Yes <input type="checkbox"/> NO <input type="checkbox"/>		
Tel No. :								
Email Id :								
Address Proof (Please specify) :								

**Correspondence Address**

C/o		
City :	Pin Code : <input type="text"/>	State :
Country :	STD Code : <input type="text"/>	Fax No. :
Address Proof (Please Specify) :		

**Second Holder's Details**

Name :	First Name	Middle Name	Surname
Father/ Husband Name :	First Name	Middle Name	Surname
PAN :	<input type="text"/>	UID :	<input type="text"/>
Telephone No. :	Occupation :		
Mobile No. <input type="text"/>	SMS Facility : Yes <input type="checkbox"/> NO <input type="checkbox"/>		
E-mail ID :	<input type="text"/>		
Identity Proof :	PAN <input type="checkbox"/>	DL <input type="checkbox"/>	Voter ID <input type="checkbox"/> Passport <input type="checkbox"/> Other (specify) <input type="text"/>

**Second Holder's Address**

City :	State :	Pin Code <input type="text"/>

**Third Holder's Details**

Name :	First Name	Middle Name	Surname
Father/ Husband Name :	First Name	Middle Name	Surname
PAN :	<input type="text"/>	UID :	<input type="text"/>
Telephone No. :	Occupation :		
Mobile No. <input type="text"/>	SMS Facility : Yes <input type="checkbox"/> NO <input type="checkbox"/>		
E-mail ID :	<input type="text"/>		
Identity Proof :	PAN <input type="checkbox"/>	DL <input type="checkbox"/>	Voter ID <input type="checkbox"/> Passport <input type="checkbox"/> Other (specify) <input type="text"/>

**Third Holder's Address**

City :	State :	Pin Code <input type="text"/>

**Standing Instructions**

I/we authorise you to receiver credits automatically into my/our account	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Account to be operated through Power of Attorney (POA)	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

**SMS Alert Facility**

Sr. No.	Holder	Yes	No
1	Sole / First Holder	<input type="checkbox"/>	<input type="checkbox"/>
2	Second Holder	<input type="checkbox"/>	<input type="checkbox"/>
3	Third Holder	<input type="checkbox"/>	<input type="checkbox"/>

**Clearing Member Details (to be filled up by Clearing Members Only)**

Name of the Stock Exchange	
Name of the Clearing Corporation	
Clearing Member ID	
SEBI Registration no.	
Trade Name	
CM-BP-ID (to be filled up by ACFSL)	

**Declaration**

The rules and regulations of the Depository and Depository Participants pertaining to an account which are in force now have been read by us and we have understood the same and we agree to abide by and to be bound by the rules as are in force form time to time for such accounts. We hereby declare that the details furnished above are true and correct to the best of our knowledge and belief and we undertake to inform you of any changes therein, immediately. In case any of the above information is found to be found to be false or untrue or misleading or misrepresenting, we are aware that we may be held liable for it.

**Authorised Signatories** (Enclose a Board Resolution for Authorised Signatories)

Sole/First Holder	Name	Signature(s)
First Signatory		ⓧ
Second Signatory		ⓧ
Third Signatory		ⓧ
<b>Other Hoders</b>		
Second Holder		ⓧ
Third Holder		ⓧ

**Acknowledgement**

Participant Name, Address & DI ID

Received the application from Mr./Ms.....as the sole/first holder alongwith .....and..... as the second and third holders respectively for opening of a depository account. Please quote the DP & Client ID allotted to you in all your future correspondence.

**Participant Stamp & Signature**

Date :	D	D	M	M	Y	Y	Y	Y
--------	---	---	---	---	---	---	---	---

Address for Communication/Corporate  
Benefits (Default Option is Regd. Address)

Registered/Permanent Address   
Correspondence Address/Foreign Address

**Income Range or Network**

Income (Annum) : Below 1 Lac  1-5 Lacs  5-10 Lacs  10-25 Lacs  25 Lacs-1 Cr  > 1 Cr

or

Networth (as on):         : is Rs..... should not be older than 1 year)

Nature of Business :

**In Case of Flls/OCBS/Others (as may be applicable)**

Foreign Address		
RBI Reference No.		RBI Approval Date <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
SEBI Registration No. (For Flls)		

**Introduction (by an existing account holder ACFSL)**

Introducers Name :

ACFSL DP ID - IN303761

BO ID

Signature of Introducer : <sup>X</sup> Signature

Verified by ACFSL DP Staff : <sup>X</sup> Signature

**Mode of Operation for Sole / First Holder (in case of joint holdings, all the holders must sign)**

Any one singly

Jointly by

As per resolution

Other (please specify) :

**Notes :**

1. In case of additional signatures, separate annexures should be attached to the application form.
2. Thumb impressions and signatures other than English or Hindi or any of the other language not contained in the 8th Schedule of the Constitution of India must be attested by a Magistrate or a Notary Public or a Special Executive Magistrate.
3. Strike off whichever is not applicable.

**Details about Wholetime Directors / Trustees / HUF / Authorised Person**

Name : \_\_\_\_\_

Address : \_\_\_\_\_  
\_\_\_\_\_

City : \_\_\_\_\_ Pin Code : \_\_\_\_\_

Mobile/Tele No. : \_\_\_\_\_

UID : \_\_\_\_\_

PAN : \_\_\_\_\_

DIN: \_\_\_\_\_

Politically Exposed Person  Related to a Politically Exposed Person

Passport size  
Photograph  
Only.  
Please  
Sign  
Across the  
Photograph in  
Black Ink.

X  
Signature with Stamp

**Details about Wholetime Directors / Trustees**

Name : \_\_\_\_\_

Address : \_\_\_\_\_  
\_\_\_\_\_

City : \_\_\_\_\_ Pin Code : \_\_\_\_\_

Mobile/Tele No. : \_\_\_\_\_

UID : \_\_\_\_\_

PAN : \_\_\_\_\_

DIN: \_\_\_\_\_

Politically Exposed Person  Related to a Politically Exposed Person

Passport size  
Photograph  
Only.  
Please  
Sign  
Across the  
Photograph in  
Black Ink.

X  
Signature with Stamp

**Details about Wholetime Directors / Trustees**

Name : \_\_\_\_\_

Address : \_\_\_\_\_  
\_\_\_\_\_

City : \_\_\_\_\_ Pin Code : \_\_\_\_\_

Mobile/Tele No. : \_\_\_\_\_

UID : \_\_\_\_\_

PAN : \_\_\_\_\_

DIN: \_\_\_\_\_

Politically Exposed Person  Related to a Politically Exposed Person

Passport size  
Photograph  
Only.  
Please  
Sign  
Across the  
Photograph in  
Black Ink.

X  
Signature with Stamp

**Details about Wholetime Directors / Trustees / HUF / Authorised Person**

Name : \_\_\_\_\_

Address : \_\_\_\_\_

City : \_\_\_\_\_ Pin Code : \_\_\_\_\_

Mobile/Tele No. : \_\_\_\_\_

UID : \_\_\_\_\_

PAN : \_\_\_\_\_

DIN: \_\_\_\_\_

Politically Exposed Person  Related to a Politically Exposed Person

Passport size  
Photograph  
Only.  
Please  
Sign  
Across the  
Photograph in  
Black Ink.

X  
Signature with Stamp

**Details about Wholetime Directors / Trustees**

Name : \_\_\_\_\_

Address : \_\_\_\_\_

City : \_\_\_\_\_ Pin Code : \_\_\_\_\_

Mobile/Tele No. : \_\_\_\_\_

UID : \_\_\_\_\_

PAN : \_\_\_\_\_

DIN: \_\_\_\_\_

Politically Exposed Person  Related to a Politically Exposed Person

Passport size  
Photograph  
Only.  
Please  
Sign  
Across the  
Photograph in  
Black Ink.

X  
Signature with Stamp

**Details about Wholetime Directors / Trustees**

Name : \_\_\_\_\_

Address : \_\_\_\_\_

City : \_\_\_\_\_ Pin Code : \_\_\_\_\_

Mobile/Tele No. : \_\_\_\_\_

UID : \_\_\_\_\_

PAN : \_\_\_\_\_

DIN: \_\_\_\_\_

Politically Exposed Person  Related to a Politically Exposed Person

Passport size  
Photograph  
Only.  
Please  
Sign  
Across the  
Photograph in  
Black Ink.

X  
Signature with Stamp



# ACFSL

**Regd. Office :**

Shop No. 3, Ashoka Complex, Ground Floor, B/h. Woodland Hotel, Naroli Cross Road, Silvassa. Phone : 0260-2631329, Web Site : www.amrapali.com

### Bank Account Details (For Individual and Non-Individual)

 Bank Account Type : Saving  Current  CC  OD  Other  (pl. specify)

Bank Account No. :

Bank Name :

Branch Address :

Bank Branch Code :

MICR No. :

City :

Pin Code :

IFSC Code (RTGS / NEFT)

### Depository Account Details

DP Name :

DP ID :

 NSDL  CDSL 

Beneficiary ID :

Address of DP :

### Trading Preference

 BSE   
Cash

Client Signature

 NSE   
Cash

Client Signature

 NSE   
F & O

Client Signature

 BSE   
F&O

Client Signature

 NSE   
CDS

Client Signature

 MCX   
CDS

Client Signature

 USE 

Client Signature

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

YEAR	AUTHORITY NAME	ORDGE REF. NO.
D D M M Y Y Y Y		
D D M M Y Y Y Y		

**Registered with any other Member / Sub/Broker / Authorised Person**  
(If registered with multiple members, provide details of all) :

Name of Member : .....

Name of Exchange : BSE  NSE  SEBI Regd. No. : ..... Trading UCC .....

Name of Sub-Broker / Authorised Person : .....

Sub-broker/AP Regd. No. : .....

Details of disputes/dues pending from/to such stock broker/sub broker : .....

Details of disputes/dues pending from/to such stock broker/sub broker : .....

.....

(if case dealinCith multiple stock brokers/subbrokers, provide details of all and please use separate sheets)

**Additional Details**

**Contract Note** : Physical (Charges as per Schedule)  ECN with registered e-mail id

**Trading Experience** (1) ..... No prior Experience (2) ..... years in stock  
(3) ..... years in derivatives (4) ..... years in any other investment related field

**Internet Trading/Wireless technology** NOW  ODIN DIET  FOW  
(Charges as per Schedule)

**Any Other Information :**

**Details of Introducer**

Name of Introducer :

Status of Introducer : Sub-broker / Authorised Person  Existing client  others (pl. specify).....

Address :

City :

Pincode :

Ph. No.

Sign : **X**  
of Introducer

**Information required under PMLA Act**

Details of the relatives, having account with ASE Capital Markets Ltd.

	Name	Relationship	UCC
1.			
2.			

Details of the corporate/partnership firm/trust, etc where client is affiliated

	Name	Entry Type	Nature of Business	Relationship	UCC
1.					
2.					

**Declaration**

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

**Please sign in black ink only**

**Name(s) of holder(s)**

**Signature(s)**

Trading Client / Sole Holder / 1st Holder / All Authorised Sign.		
--	--	--

Place : .....

Date :

**Tarrif Sheet Part-I : Cash and F & O Segment and CDS (Brokerage Slab)**

<b>Cash Segment</b> BSE & NSE	Brokerage Slab	First Leg (%)	Second Leg (%)	First Leg (Minimum)	Second Leg (Minimum)	Service Tax	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
	Delivery Based		Not Applicable		Not Applicable	Stamp & Other Charges	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
	Daily Square Up					Transaction & Other Charges	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

<b>Future Strike</b> BSE & NSE	Brokerage Slab	First Leg (%)	Second Leg (%)	First Leg (Minimum)	Second Leg (Minimum)	Service Tax	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
	Delivery Based		Not Applicable		Not Applicable	Stamp & Other Charges	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
	Daily Square Up					Transaction & Other Charges	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

<b>Options</b> BSE & NSE	Brokerage Slab	First Leg (%)	Second Leg (%)	First Leg (Minimum)	Second Leg (Minimum)	Service Tax	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
	Delivery Based		Not Applicable		Not Applicable	Stamp & Other Charges	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
	Daily Square Up					Transaction & Other Charges	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

<b>Future-CDS</b> NSE & USE-MCX-SX	Brokerage Slab	First Leg (%)	Second Leg (%)	First Leg (Minimum)	Second Leg (Minimum)	Service Tax	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
	Delivery Based		Not Applicable		Not Applicable	Stamp & Other Charges	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
	Daily Square Up					Transaction & Other Charges	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

<b>Options-CDS</b> NSE & USE-MCX-SX	Brokerage Slab	First Leg (%)	Second Leg (%)	First Leg (Minimum)	Second Leg (Minimum)	Service Tax	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
	Delivery Based		Not Applicable		Not Applicable	Stamp & Other Charges	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
	Daily Square Up					Transaction & Other Charges	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

**Tarrif Sheet Part-II : Other Charges (Excluding Service Tax)**

- In case the Client's e-mail ID is not registered with ACFSL or failed to submit new e-mail ID / incase of bounced mail, in the Trading KYC, ACFSL will charge Rs. 10/- (within gujarat) per dispatch including Contract Note, Fund Ledger, Security Ledger and any other detail dispatch regarding above and Rs. 20/- out of Gujarat for the same.
- In case client needs any additional hard copy (printout), ACFSL shall levy charge of Rs. 10/- per page.
- Security payout hold and released charge Rs. 20/- per instruction.
- ACFSL reserves the right to change any charge from time to time, with prior notice.

**Sign of Trading**  
Client / First / Sole Holder

**X**  
Sole / First Holder Signature

**Declaration by the ACFSL Sub-broker / Authorised Person for  
CASH, F&O, CDS**

I / We hereby declare that above trading and demat client is/are personally known to me/us and he/ she/they can be registered as a Client of Amrapali Capital & Finance Services Ltd., I/We undertake to clear the trades of the above Client. Further I/We also have verified original documents and address of the same. I / We hereby authorise you to adjust the shortfall if any, of margin/settlement/ledger dues of the above client by debiting to my / our Bank Account or to capital adequacy deposit maintained with you.

ACFSL Sub-Broke/Authorised Person Name (As Introducer)	ACFSL User ID <input type="text"/>
ACFSL Sub-Broke/Authorised Person Sign	Authorised signature with Stamp

**Declaration by Karta & Co-Parceners of HUF**

**HUF Name** : \_\_\_\_\_  
**Name of Kara** : \_\_\_\_\_  
**Address** : \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_ (Name of the Karta) hereby declare that I am the Karta of the HUF  
 \_\_\_\_\_ (Name of HUF) and following persons are the Co Parceners of the HUF.  
 We all the below mentioned Co-Parceners declare that Mr. \_\_\_\_\_  
 \_\_\_\_\_ (Name of the Karta) is the Karta of the above mentioned HUF of which we are the Co Pareceners :

Sr. No.	Name	BirthDate	Relationship With Karta	Status	Signature (With Stamp of HUF)
1	_____	__/__/__	_____	KARTA	_____
2	_____	__/__/__	_____	CO Parcener	_____
3	_____	__/__/__	_____	CO Parcener	_____
4	_____	__/__/__	_____	CO Parcener	_____
5	_____	__/__/__	_____	CO Parcener	_____
6	_____	__/__/__	_____	CO Parcener	_____
7	_____	__/__/__	_____	CO Parcener	_____

## INSTRUCTIONS/CHECK LIST FOR FILLING KYC FORM

### A. IMPORTANT POINTS:

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

### B. Proof of Identity (POI) :- List of documents admissible as proof of Identity:

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

### C. Proof of Address (POA) :- List of documents admissible as proof of Address :

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

1. Passport/Voters Identity Card/Ration Card/Registered Lease or Sale Agreement of Residence/Driving License/Flat Maintenance bill/ Insurance Copy.
2. Utility bills like Telephone Bill (only land line), Electricity bill or Gas bill-Not more than 3 months old.
3. Bank Account Statement/Passbook --Not more than 3 months old.
4. Self-declaration by High Court and Supreme Court judges, giving the new address in respect of their own accounts.
5. Proof of address issued by any of the following : Bank Managers of Scheduled Commercial Banks/Scheduled Co-Operative Bank/Multinational Foreign Banks/Gazetted Officer/Notary public/Elected representatives to the Legislative Assembly/Parliament/Documents issued by any Govt. or Statutory Authority.
6. Identity card/document with address, issued by any of the following : Central/State Government and its Departments, Statutory/Regulatory Authorities, Public Sector Undertakings,

## INSTRUCTIONS/CHECK LIST FOR FILLING KYC FORM

Scheduled Commercial Banks, Public Financial Institutions, Colleges affiliated to Universities and Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council etc., to their Members.

7. For FII/sub account, Power of Attorney given by FII/sub-account to the Custodians (which are duly notarized and/or apostiled or consularised) that gives the registered address should be taken.
8. The proof of address in the name of the spouse may be accepted.

### **D. Exemptions/clarifications to PAN**

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

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

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

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

**INSTRUCTIONS/CHECK LIST FOR FILLING KYC FORM**

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

<b>Types of entity</b>	<b>Documentary requirements</b>
<b>Corporate</b>	<ul style="list-style-type: none"> <li>- Copy of the balance sheets for the last 2 financial years (to be submitted every year).</li> <li>- 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).</li> <li>- Photograph, POI, POA, PAN and DIN numbers of whole time directors/two directors in charge of day to day operations.</li> <li>- Photograph, POI, POA, PAN of individual promoters holding control - either directly or indirectly.</li> <li>- Copies of the Memorandum and Articles of Association and certificate of incorporation.</li> <li>- Copy of the Board Resolution for involvement in securities market.</li> <li>- Authorised signatories list with specimen signatures.</li> </ul>
<b>Partnership firm</b>	<ul style="list-style-type: none"> <li>- Copy of the balance sheet for the last 2 financial years (to be submitted every year).</li> <li>- Certificate of registration (for registered partnership firms only).</li> <li>- Copy of partnership deed.</li> <li>- Authorised signatories list with specimen signatures.</li> <li>- Photograph, POI, POA, PAN of Partners.</li> </ul>
<b>Trust</b>	<ul style="list-style-type: none"> <li>- Copy of the balance sheet for the last 2 financial years (to be submitted every year).</li> <li>- Certificate of registration (for registered trust only).</li> <li>- Copy of Trust deed.</li> <li>- List of trustees certified by managing trustees/CA.</li> <li>- Photograph, POI, POA, PAN of Trustees.</li> </ul>
<b>HUF</b>	<ul style="list-style-type: none"> <li>- PAN of HUF.</li> <li>- Deed of declaration of HUF/ List of coparceners.</li> <li>- Bank pass-book/bank statement in the name of HUF.</li> <li>- Photograph, POI, POA, PAN of Trustees.</li> </ul>
<b>Unincorporated association or a body of individuals</b>	<ul style="list-style-type: none"> <li>- Proff of Existence/Constitution document.</li> <li>- Resolution of the managing body &amp; Power of Attorney granted to transact business on its behalf.</li> <li>- Authorized signatories list with specimen signatures.</li> </ul>
<b>Banks/Institutional Investors</b>	<ul style="list-style-type: none"> <li>- Copy of the constitution/registration or annual report/balance sheet for the last 2 financial years.</li> <li>- Authorized signatories list with specimen signatures.</li> </ul>
<b>Foreign Institutional Investors (FII)</b>	<ul style="list-style-type: none"> <li>- Copy of SEBI registration certificate.</li> <li>- Authorized signatories list with specimen signatures.</li> </ul>
<b>Army/Government Bodies</b>	<ul style="list-style-type: none"> <li>- Self-certification on letterhead.</li> <li>- Authorized signatories list with specimen signatures.</li> </ul>
<b>Registered Society</b>	<ul style="list-style-type: none"> <li>- Copy of Registration Certificate under Societies Registration Act.</li> <li>- List of Managing Committee members.</li> <li>- Committee resolution for persons authorised to act as authorised signatories with specimen signatures.</li> <li>- True copy of Society Rules and Bye Laws certified by the Chairman/Secretary.</li> </ul>

**RIGHTS AND OBLIGATIONS OF STOCK BROKERS, SUB-BROKERS AND CLIENTS as prescribed by SEBI and Stock Exchanges**

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

**CLIENT INFORMATION**

7. The client shall furnish all such details in full as are required by the stock broker in "Account Opening Form" with supporting details, made mandatory by stock exchanges/SEBI from time to time.
8. The client shall familiarize himself with all the mandatory provisions in the Account Opening documents. Any additional clauses or documents specified by the stock broker shall be non-mandatory, as per terms & conditions accepted by the client.
9. The client shall immediately notify the stock broker in writing if there is any change in the information in the 'account opening form' as provided at the time of account opening and

thereafter; including the information on winding up petition/insolvency petition or any litigation which may have material bearing on his capacity. The client shall provide/update the financial information to the stock broker on a periodic basis.

10. The stock broker and sub-broker shall maintain all the details of the client as mentioned in the account opening form or any other information pertaining to the client, confidentially and that they shall not disclose the same to any person/authority except as required under any law/regulatory requirements. Provided however that the stock broker may so disclose information about his client to any person or authority with the express permission of the client.

**MARGINS**

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

**TRANSACTIONS AND SETTLEMENTS**

13. The client shall give any order for buy or sell of a security/derivatives contract in writing or in such form or manner, as may be mutually agreed between the client and the stock broker. The stock broker shall ensure to place orders and execute the trades of the client, only in the Unique Client Code assigned to that client.
14. The stock broker shall inform the client and keep him apprised about trading/settlement cycles, delivery/ payment schedules, any changes therein from time to time, and it shall be the responsibility in turn of the client to comply with such schedules/procedures of the relevant stock exchange where the trade is executed.

15. The stock broker shall ensure that the money/ securities deposited by the client shall be kept in a separate account, distinct from his/its own account or account of any other client and shall not be used by the stock broker for himself/itself or for any other client or for any purpose other than the purposes mentioned in Rules, Regulations, circulars, notices, guidelines of SEBI and/or Rules, Regulations, Bye-laws, circulars and notices of Exchange.
16. Where the Exchange(s) cancels trade(s) suo moto all such trades including the trade/s done on behalf of the client shall ipso facto stand cancelled, stock broker shall be entitled to cancel the respective contract(s) with client(s).
17. The transactions executed on the Exchange are subject to Rules, Byelaws and Regulations and circulars/ notices issued thereunder of the Exchanges where the trade is executed and all parties to such trade shall have submitted to the jurisdiction of such court as may be specified by the Byelaws and Regulations of the Exchanges where the trade is executed for the purpose of giving effect to the provisions of the Rules, Byelaws and Regulations of the Exchanges and the circulars/notices issued thereunder.
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).

#### **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.
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-a-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.

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.

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 c o n t r a v e n t i o n with rules/regulations/notices/circulars of Exchanges/SEBI. Any changes in such voluntary clauses/ document(s) need to be preceded by a notice of 15 days. Any changes in the rights and obligations which are specified by Exchanges/SEBI shall also be brought to the notice of the clients.
48. If the rights and obligations of the parties hereto are altered by virtue of change in Rules and regulations of SEBI or Bye-laws, Rules and Regulations of the relevant stock Exchanges where the trade is executed, such changes shall be deemed to have been

incorporated herein in modification of the rights and obligations of the parties mentioned in this document.

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

(All the clauses mentioned in the 'Rights and Obligations' document(s) shall be applicable. Additionally, the clauses mentioned herein shall also be applicable.)

1. Stock broker is eligible for providing Internet based trading (IBT) and securities trading through the use of wireless technology that shall include the use of devices such as mobile phone, laptop with data card, etc. which use Internet Protocol (IP). The stock broker shall comply with all requirements applicable to internet based trading/securities trading using wireless technology as may be specified by SEBI & the Exchanges from time to time.
2. The client is desirous of investing/trading in securities and for this purpose, the client is desirous of using either the internet based trading facility or the facility for securities trading through use of wireless technology. The Stock broker shall provide the Stock broker's IBT Service to the Client, and the Client shall avail of the Stock broker's IBT Service, on and subject to SEBI/Exchanges Provisions and the terms and conditions specified on the Stock broker's IBT Web Site provided that they are in line with the norms prescribed by Exchanges/SEBI.
3. The stock broker shall bring to the notice of client the features, risks, responsibilities, obligations and liabilities associated with securities trading through wireless technology/internet/smart order routing or any other technology should be brought to the notice of the client by the stock broker.
4. The stock broker shall make the client aware that the Stock Broker's IBT system itself generates the initial password and its password policy as stipulated in line with norms prescribed by Exchanges/SEBI.
5. The Client shall be responsible for keeping the Username and Password confidential and secure and shall be solely responsible for all orders entered and transactions done by any person whosoever through the Stock broker's IBT System using the Client's Username and/or Password whether or not such person was authorized to do so. Also the client is aware that authentication technologies and strict security measures are required for the internet trading/securities trading through wireless technology through order routed system and undertakes to ensure that the password of the client and/or his authorized representative are not revealed to any third party including employees and dealers of the stock broker
6. The Client shall immediately notify the Stock broker in writing if he forgets his password, discovers security flaw in Stock Broker's IBT System, discovers/suspects discrepancies/unauthorized access through his username/password/account with full details of such unauthorized use, the date, the manner and the transactions effected pursuant to such unauthorized use, etc.
7. The Client is fully aware of and understands the risks associated with availing of a service for routing orders over the internet/ securities trading through wireless technology and Client shall be fully liable and responsible for any and all acts done in the Client's Username/password in any manner whatsoever.
8. The stock broker shall send the order/trade confirmation through email to the client at his request. The client is aware that the order/trade confirmation is also provided on the web portal. In case client is trading using wireless technology, the stock broker shall send the 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.

## 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.

1.4.1A "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.

1.4.2A "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.

1.4.3A 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:

1. Trading on exchanges is in electronic mode, based on satellite/leased line based communications, combination of technologies and computer systems to place and route orders. Thus, there exists a possibility of

communication failure or system problems or slow or delayed response from system or trading halt, or any such other problem/glitch whereby not being able to establish access to the trading system/network, which may be beyond control and may result in delay in processing or not processing buy or sell orders either in part or in full. You are cautioned to note that although these problems may be temporary in nature, but when you have outstanding open positions or unexecuted orders, these represent a risk because of your obligations to settle all executed transactions.

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

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

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

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

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

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

C. Under certain market conditions, an investor may find it difficult or impossible to execute

transactions. For example, this situation can occur due to factors such as illiquidity i.e. when there are insufficient bids or offers or suspension of trading due to price limit or circuit breakers etc.

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

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

**2.2 Currency specific risks:**

1. The profit or loss in transactions in foreign currency-denominated contracts, whether they are traded in your own or another jurisdiction, will be affected by fluctuations in currency rates where there is a need to convert from the currency denomination of the contract to another currency.

2. Under certain market conditions, you may find it difficult or impossible to liquidate a position. This can occur, for example when a currency is deregulated or fixed trading bands are widened.

3. Currency prices are highly volatile. Price movements for currencies are influenced by, among other things: changing supply-demand relationships; trade, fiscal, monetary, exchange control programs and policies of governments; foreign political and economic events and policies; changes in national and international interest rates and inflation; currency devaluation; and sentiment of the market place. None of these factors can be controlled by any individual advisor and no assurance can be given that an advisor's advice will result in profitable trades for a participating customer or that a customer will not incur losses from such events

**2.3 Risk of Option holders:**

1. An option holder runs the risk of losing the entire amount paid for the option in a relatively short period of time. This risk reflects the nature of an option as a wasting asset which becomes worthless when it expires. An option holder who neither sells his option in the secondary market nor exercises it prior to its expiration will necessarily lose his entire

investment in the option. If the price of the underlying does not change in the anticipated direction before the option expires, to an extent sufficient to cover the cost of the option, the investor may lose all or a significant part of his investment in the option.

2. The Exchanges may impose exercise restrictions and have absolute authority to restrict the exercise of options at certain times in specified circumstances.

#### **2.4 Risks of Option Writers:**

1. If the price movement of the underlying is not in the anticipated direction, the option writer runs the risks of losing substantial amount.
2. The risk of being an option writer may be reduced by the purchase of other options on the same underlying interest and thereby assuming a spread position or by acquiring other types of hedging positions in the options markets or other markets. However, even where the writer has assumed a spread or other hedging position, the risks may still be significant. A spread position is not necessarily less risky than a simple 'long' or 'short' position.
3. Transactions that involve buying and writing multiple options in combination, or buying or writing options in combination with buying or selling short the underlying interests, present additional risks to investors. Combination transactions, such as option spreads, are more complex than buying or writing a single

option. And it should be further noted that, as in any area of investing, a complexity not well understood is, in itself, a risk factor. While this is not to suggest that combination strategies should not be considered, it is advisable, as is the case with all investments in options, to consult with someone who is experienced and knowledgeable with respect to the risks and potential rewards of combination transactions under various market circumstances.

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

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

#### **4. GENERAL**

- 4.1 The term 'constituent' shall mean and include a client, a customer or an investor, who deals with a stock broker for the purpose of acquiring and/or selling of securities / derivatives contracts through the mechanism provided by the Exchanges.
- 4.2 The term 'stock broker' shall mean and include a stock broker, a broker or a stock broker, who has been admitted as such by the exchanges and who holds a registration certificate from SEBI.

Date :

Place :

## **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.bseindia.com](http://www.bseindia.com), [www.nseindia.com](http://www.nseindia.com), [www.mcx-sx.com](http://www.mcx-sx.com), [www.useindia.com](http://www.useindia.com) and SEBI website [www.sebi.gov.in](http://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 give 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 AND PROCEDURES

(AS PER SEBI CIR. NO. MIRSD/SE/CIR-19/2009 DATED 3<sup>RD</sup> DECEMBER, 2009)

### 1. REFUSAL OF ORDER FOR PENNY STOCKS.

Stock broker is advising to the clients not to deal in penny stocks and if client deal with the penny stocks, 100% margin will be taken from the client and these shares will not be taken to as Margin Deposit. The stock broker shall have authority from time to time to set the limit (in quantity/value) and/or refuse to entry any orders of the clients in one or more penny securities. The client is required to adhere to exchange/members guidelines and due diligence while trading in such illiquid scrip. A typical penny stock is highly illiquid and even trading in such scrip is very risky. As such the Trading Member as its discretion may allow or disallow the clients to deal/trade in the penny stocks and other stocks which are illiquid if trading member is of the view that such trading may adversely affect the market condition or it will make the price manipulation. To deal in penny stocks is subject to rules, regulations, articles, byelaws, circulars and guidelines of SEBI and Exchange as well as considering the prevalent market conditions at related point of time.

### 2. SETTING UP CLIENTS EXPOSURE LIMIT

Trading Member may at its discretion allow client exposure limit to client. Trading member can derive combine exposure limit for Capital & Derivatives Segment of NSE & BSE by taking into consideration of the credit balance in the ledger, securities hold in Beneficiary account, POA stocks, Margin accounts, Stock consider as collaterals, and also his financial capacity and/or credit worthiness and referrals. Permission of higher authority is generally required for giving exposure limit exceed the certain amount say Rs. 500000. The exposure limit in penny stocks shall vary from client to client subject to RMS policy of Broker and prevalent market condition from time to time.

### 3. BROKERAGE RATE :

The broker shall charge the brokerage at the rate being agreed by the client with broker. However the broker shall not charged more than 2.5% as it is the maximum permissible limit prescribed by SEBI/Exchange from time to time. Brokerage on option contracts shall not exceed 2.5 % of the premium amount or Rs.100/- per lot single side whichever is higher.

### 4. Imposition of Penalty/Delayed payment charges by either party:

The clients must aware and agree that pay-in of Securities and/or Funds are required to be delivered / made to Broker before the time of pay-in obligation in the exchange. In case of any default or if any amount is overdue from client over & above the prescribed time limit of pay-in Broker may charged penalty/delayed payment charges, to that client, ranging start from 12% but not more than 24% p.a. or such other rate as may be specified by the Executive Committee from time to time for the period of such default. In case the client has failed to make the payment of any of the amounts liable to pay, Member shall have the right to discontinue services till such time he makes the payment along with interest, if any, after giving two days notice to the client.

### 5. Right to Sell Client's Securities or Close Clients Position without Giving notice to client, on account of non-payment of clients dues (Limited to the extent of settlement/margin obligation)

The Trading Member shall have the right and the prerogative to sell client's securities, both unpaid securities as well as collaterals deposited towards margins, or close out client's open positions, without giving notice to the client where there is either a delay or failure of the client to meet the pay-in obligations and / or there is delay /failure of the client to bring additional margins to cover the increase in risk in dynamic and volatile market conditions.

The client would be responsible for monitoring his / her / its position (dealings/trades and valuation of security(ies)) on his / her / its own and provide the required/deficit margin / security(ies) forthwith as required from time to time whether or not any margin call or such other separate communication to that effect is sent by the Trading Member to the client and / or whether or not such communication is received by the client. The client is not entitled to trade without adequate margin and that it shall be

client's own responsibility to ascertain beforehand the margin requirements for its orders/traders/deals and to ensure that the required margin is made available to the Trading Member in such form and manner as may be required by the Trading Member.

The client shall ensure that funds/securities are made available in time and in designated form at designated bank(s) and depository account(s) of the Trading Member, for meeting his/her/its pay-in obligation of funds and securities. The Trading Member shall not be responsible for any claim/loss/damage arising out of non availability/short availability/delayed availability of funds/securities by the client in the designated account(s) of the Trading Member for meeting the pay-in obligation of either funds or securities. If the client gives orders/trades in the anticipation of the required securities being available subsequently for pay-in through anticipated pay out from the exchange or through borrowings or any off market delivery(s) or market delivery(s) and if such anticipated availability does not materialize in actual availability of securities/funds for pay-in for any reason whatsoever including but not limited to any delays/shortages at the exchange or Trading Member level/non release of margin by the Trading Member etc., the losses which may occur to the client as a consequence of such shortages in any manner such as on account of auctions / square-off / closing outs etc., shall be solely to the account of the client and the Trading Member shall not be responsible for the same in any form or manner whatsoever.

In case the payment of the margin/security is made by the client through a bank instrument, the Trading Member shall be at liberty to give the benefit/credit for the same only on the realization of the funds from the said bank instrument & subsequent updation in records as per Trading Member's process.

Where the margin/security is made available by way of securities, it is up to the Trading Member's discretion to decline its acceptance as margin &/or to accept it at such reduced value as the Trading Member may deem fit by applying haircuts or by valuing it by marking it to market or by any other method as the Trading Member may deem fit in its absolute discretion.

In the event of client failing to maintain or provide the required margin/fund/security(ies) or to meet the funds/ margins/securities pay-in obligations on immediate basis for the orders/trades/deals of the client and the Trading Member shall have the right, without any further notice or communication to the client, to withhold payout of funds/securities, to liquidate security(ies), to disable trading facility to the client.

Losses, if any, on account of any one or more steps, as enumerated herein above, being taken by the Trading Member, shall be borne exclusively by the client alone.

#### **6. Shortage in obligation and Internal Auction.**

Trading Member shall not be obliged to deliver any securities or pay any money to the client unless and until the same has been received by the Trading Member from the exchange, the clearing corporation/clearing house or other company or entity liable to make the payment and the client has fulfilled his/her/its obligations first.

The policy and procedure for settlement of shortages in obligations arising out of internal netting of trades is as under :

- (A) Short Delivery to the Exchange for scrip at the Trading Member level : In case of short delivery to exchange, the settlement happens as per the auction/close-out mechanism of Exchange and auction/close-out debit is passed to the defaulting client(s) who did not fulfill his/her/its selling obligation.
- (B) Short delivery of pay-out to clients who bought the scrip on that day (Client to Client shortage) : The shares delivered short will be purchased on the pay-in date i.e. on T+2 from Normal Market

and the purchase consideration amount will be debited to the defaulting client(s). However, when multiple settlements (say S1 and S2) are conducted on the same day (say  $T_m$ ) the shares delivered short shall be purchased as under:

1. The shares delivered short in first settlement (S1) shall be purchased on T+2 day ( $T_m$ ) from Normal Market and the purchase consideration amount will be debited to the defaulting clients.
2. The shares delivered short in second settlement (S2) shall be purchased on T+3 day ( $T_m+1$ ) from Normal Market along with the shortages of that day and the purchase consideration amount will be debited to the defaulting clients.

If the covering rate (internal shortage repurchase) is more than the actual sell rate on T day, the difference amount will be borne by the defaulting client on sell side.

If the covering rate (internal shortage repurchase) is less than the actual sell rate on T day, the difference amount will be debited to the defaulting client on sell side and credited in a separate account maintained with Indiabulls Securities Limited (IBSL).

Further, if IBSL is unable to buy shares on T+2 day from normal market due to upper side freeze on the scrip or any other reason, the defaulting seller will be debited at the close-out rate and the corresponding buyer will be credited by equivalent amount. The close-out rate will be the highest between the trade date and (T+2) date or 20% above the official closing price on the (T+2) day, whichever is higher.

Further, if the shares covered against client to client shortages are again received short from any client, the trade will be settled by the close-out debit to seller client and corresponding buyer for whom the shares were covered will be credited by equivalent amount. The close-out rate will be the highest rate between the repurchase date (T day) and auction date i.e. (Repurchase date +2) day or 20% above the official closing price on the auction day, whichever is higher.

If the shares repurchased against client to client shortages received short from Exchange, the settlement happens as per the auction/close-out mechanism of exchange.

(C) Mechanism of choosing corresponding clients on the buy side: Corresponding clients on the buy side of scrip A are chosen on the basis of the descending quantity of shares bought by them i.e. first the client (say X) who has purchased highest quantity of scrip A will be picked up and if the shortage of shares is more than the quantity of shares bought by the client X, then the client who has purchased the next highest quantity will be picked up so on and so forth. The shares bought on T+2 in case of Client to Client shortage and shares/credit received from Exchange through auction process in case of Trading Member level shortage are credited to the corresponding client on buy side of scrip A chosen through the aforesaid mechanism.

#### **7. Conditions under which a client may not be allowed to take further position or the Trading Member may close the existing position of a client**

The Trading Member may refuse to execute order of a client or may close the existing position of the client due to lack of margin / securities or the order being outside the limits set by Trading Member / exchange/ SEBI. Other reasons for not allowing further positions or closing out of existing positions could be as:

- A) Client has not met his pay-in obligations in cash by the scheduled date of pay-in for purchases done in CM segment.
- B) Non-payment or erosion of margins or other amounts, outstanding debts, etc.
- C) Client is dealing in illiquid scrips or contracts/penny stock.
- D) Cheque submitted by the client has bounced or clear funds not received with the Trading Member for the cheque submitted by the client.
- E) If in the opinion of the Trading Member, the client has committed a fraud, crime, or acted in

contravention to the agreement.

- F) Non Payment of Marked to Market loss in Cash.
- G) Open positions in a contract exceed or are close to market wide cut-off limits.
- H) Client's position is close to client-wise permissible "open" positions.
- I) Intraday orders after the cut-off time would not be allowed.

#### **8. Temporarily suspending or closing a client's account:**

The Trading Member can suspend/close the client account and also withhold the pay-outs of client if there is any judicial or/and regulatory order/action requiring suspension/closure of client's account. The Trading Member can also suspend/close the client account if the Trading Member observes any abnormal or suspicious activity in the client account through its monitoring and surveillance of the client account. The Trading Member may also temporarily suspend/close the client account if there is no activity in the client account for a period, as deemed fit by the Trading Member from time to time. The client's account can also be put under temporary suspension/closure if the client has not cleared the uncovered debit in its account or if the client has not submitted Know Your Client (KYC) details sought by the Trading Member to fulfill its own surveillance or exchange related requirements.

In the event of information/reports reaching the Trading Member of the client's death, the account can also be put under temporary suspension/closure.

The Trading Member can also put the client's account under temporary suspension/closure if the client has failed to provide or update its communication details like correspondence address, Mobile number, landline numbers or E-mail ID.

The client may also request the Trading Member to temporarily suspend/close his account, Trading Member may do so subject to client accepting / adhering to conditions imposed by Trading Member including but not limited to settlement of account and / or other obligation.

#### **9. De-registering a client:**

The client has the option to De-register his account after settling his account with the Trading Member. The client would be liable to pay all dues in his account before the De-registration.

The Trading Member shall have the right to terminate the agreement with immediate effect in any of the following circumstances:

- a) The client account figures in the list of debarred entities published by SEBI.
- b) The actions of the Client are prima facie illegal / improper or such as to manipulate the price of any securities or disturb the normal / proper functioning of the market, either alone or in conjunction with others.
- c) If there is any legal /regulatory proceeding against the client under any law in force.
- d) If there is reasonable apprehension that the Client is unable to pay its debts or the Client has admitted its inability to pay its debts, as they become payable;
- e) If the Client is in breach of any term, condition or covenant of this Agreement;
- f) When the Trading Member is informed or ascertains that the client has deceased/become insolvent/not able to act in the market due to lunacy/disability etc.
- g) The Trading Member shall have the right to close out the existing positions, sell the collaterals to recover any dues with or without consent of the client before the de-registration of the client.
- h) Either party will be entitled to terminate the agreement without assigning any reason, after giving notice in writing of not less than 30days to the other party.

Notwithstanding any such termination/deregistering , all rights, liabilities and obligations of the parties arising out of or in respect of transactions entered into prior to the termination/deregistering , shall continue to subsist and vest in/ be binding on the respective parties or his/its respective

heirs/executors/administrators/legal representatives/ successors as the case may be.

**Client Acceptance & Acknowledgement :**

I/We have fully read & understood the Policies and Procedures and do hereby acknowledge the same and give our unequivocal consent not to question the validity, enforceability and applicability of any provision/clauses of this document under any circumstances what so ever. I/We also understand & acknowledge that these policies and procedures are subject to amendment / change(s) as thought necessary by the Trading Member from time to time.

I/We understand that any such amendment(s)/change(s) to be effected shall be the sole prerogative of the Trading Member. I/We are aware that these Policies and Procedures and/or any subsequent amendment(s) made thereto are available on the Trading Member's website (<https://www.amrapali.com>) & I/We acknowledge to keep myself/ourself abreast of the same. I/We are also aware that the copy of such Policies & Procedures can also be availed on request being made to the centralized helpdesk ([helpdesk@amrapali.com](mailto:helpdesk@amrapali.com) , 079 -26581330).

I/We acknowledge that I/we have fully read and understood the terms of the Member client Agreement, Agreement between the Trading Member and the client, Do's and Don'ts document that are integral part & parcel of the account opening kit. I/We also acknowledge that I/we are aware that the copy of the aforesaid documents containing the terms are also available on the website of the Trading Member and a duplicate copy of the same can be availed on a request being made to the centralized customer care helpdesk. I/We also acknowledge that the aforesaid policies and procedures along with amendment(s) made thereto shall be read along with the Member Client Agreement and the Agreement between the Trading Member and Client. I/We also understand & acknowledge that these would be compulsorily referred to while deciding any difference/dispute between me/us and the Trading Member before any court of law/judicial /arbitrator or any other adjudicating authority.

## PART-II

### Confirmation note regarding KYC mandatory / non mandatory Clauses and requirement

#### Sub : Mandatory and Voluntary documents under documentary requirements for trading.

I / We understand that only the documents mentioned below seriated at 1 to 6 are mandatory (Part 1 of KYC) and non mandatory document or requirements below seriated at 7 to 12 (Part 2 of KYC) i.e any additional clauses or documentations that are being executed are voluntary and at the discretion of the trading member and me/us in compliance of SEBI circular no. CIR/MIRSD/16/2011 dated August 22, 2011.

<b>PART-I : MANDATORY DOCUMENTS AS PRESCRIBED BY SEBI &amp; EXCHANGES/DEPOSITORY</b>		
Sr. No.	Name of the Document	Bridr Significance of the Document
1	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.
2	Rights and Obligations	Documenr 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).
3	Risk Disclosure (RDD)	Document detailing risks associated with dealing in the securities market.
4	Guidance note	Document detailing do's and don'ts for trading on exchange,, for the education of the investors.
5	Policies and Procedures	Document describing significant policies and procedures of the stock broker (to be added by the stock broker)
6	Tariff sheet	Document detailing the rate/amount of brokerage and other charges levied on the client for trading on the stock exchange(s) (to be added by the stock broker)
<b>PART-II : VOLUNTARY DOCUMENTS AS PROVIDED BY THE STOCK BROKER/DP</b>		
7	Confirmation note regarding KYC mandatory/non mandatory requirement	
8	Additional clauses	
9	Client running account authorisation	
10	E-mail / SMS consent to receive the ECN and trade confirmation and DP Transaction	
11	Declaration regarding DP and other Charges	
12	Additional documents and agreement require for NSDL Demat Account	
	(A) Agreement between ACFSL and BO Holders (for Equity and Derivatives markets) (B) POA in favour of ACFSL(under voluntary requirement) (C) Schedule of Demat charges (H.O.) (D) Schedule of Demat charges (Franchisee) (E) Agreement between ACFSL and BO Holders(for Commodity trading purpose) (F) Various format for opening Trading and Demat account purpose (G) Internal Checklist for ACFSL purpose (H) Client In-Person verification portion	

I / We also understand that in order to avail special facility, I / We may have to execute further documents relation to such special facility provided by the Member which are voluntary and I / We need not execute such documents if I / We do not wish to avail the said facility.

Further, I / We have read, understood and executed KYC document and all the documents attached to the KYC and shall be binding upon me / us.

**Client Signature** X

**Sub-broker /Authorized Signature** X

**Authorization by the client to Broker, Sub broker / Authorized person for maintaing running account**

To,  
Amrapali Capital and Finance Services Ltd.  
Ahmedabad

Dear Sir,

**Sub : Authorization for running account maintenance on Monthly / Quarterly basis.**

I/We the undersigned registered as client with you (The Broker and Sub-broker/Authorized Person) in BSE & NSE for cash and F& O / CDS segment request (whatever applicable) and authorize you to maintain a running account for all our transactions across all stock exchanges and across all segment for which we are registered with you.

I/We request you to give us the pay-out of securities and funds within prescribed time of pay-out unless requested otherwise. I/We specifically authorize you to maintain a running account (as per Option I or Option II below) / ledger stating all the movements of my/our securities and funds for margins, marking to market and pay-in pay-out etc. and maintain my/our credit balances of funds and securities which should be utilized for my/our all obligations (including upfront margin, initial margin, span margin, mark to market and pay-in and any other applicable margin as per exchanges). I/we request you to provide me/us the account statement at least once in every month or quarter as applicable.

I/We undertake that all the running account maintenance conditions will be binding on me/us and I/We will be fully responsible for the above mentioned movements and adjustments of funds and securities across the stock exchanges and segments. Further I/We will not claim any interest on the funds and securities retained under this request and the sub-broker/authorized person and stock broker will not be liable for any loss, damage or any other consequences of this request by us to maintain running account.

Kindly further note that I/We am/are entitled to revoke this authorization at any time, after sending the revocation letter at your registered office to enable you to make necessary changes to handle my account without running account authorization.

**Option : I (Monthly)**

I/We here specifically authorize stock-broker to maintain a running account on monthly basis subject to conditions as mentioned as per the SEBI and Exchanges Norms.

**X**

**Client Signature**

(For maintain a running account On Monthly basis)  
(if Partner, Corporate, or other Signatory, then attest with company seal.)

**Option : II (Quarterly)**

I/We here specifically authorize stock-broker to maintain a running account on Quarterly basis subject to conditions as mentioned as per the SEBI and Exchanges Norms.

**X**

**Client Signature**

(For maintain a running account On quarterly basis)  
(if Partner, Corporate, or other Signatory, then attest with company seal.)

**E-MAIL / SMS CONSENT TO RECEIVE THE CONTRACT NOTE, TRADE CONFIRMATION,  
FUND LEDGER, TRADING SECURITY TRANSACTION STATEMENT,  
DEMAT TRANSACTION STATEMENT, DP HOLDING STATEMENT AND  
OTHER DOCUMENTS THROUGH E-MAIL REGISTERED WITH KYC DETAILS**

I/We wish to receive above mentioned details and document specified in following agreement through registered e-mail with KYC.

**Terms & Conditions**

1. Definitions: In this document the following words and phrases shall have the meanings as set below unless the context indicates otherwise:  
"Account(s)" or "Accounts" or "Account" refers to the Client's Depository/Trading account(s) maintained with ACFSL  
"Client(s)" means refers to a customer of ACFSL maintaining a trading and depository account with ACFSL and availing of the Services (herein below defined).  
"Website " refers to the website owned, established and maintained by ACFSL located at the URL [www.ACFSL.in](http://www.ACFSL.in)
2. The Client may subscribe/request for receiving the transaction statements of the Account with ACFSL through electronic medium such as e-mail or website (here in after referred to as the "Services"). These Terms and Conditions (hereinafter referred to as the "Terms") form the contract between the Client and ACFSL for availing the said Services. The Client shall apply to ACFSL in the prescribed form for use of the said Services. By applying for or availing of the said Services, the Client acknowledges, accepts and agrees to these Terms.
3. ACFSL shall Endeavour to provide to the Client, through electronic medium such as e-mail or website the transaction statements pertaining to the Client's account. The electronic delivery may be in the form of an electronic mail or an attachment to the electronic mail or in any other form as decided by ACFSL and intimated to the Client.
4. ACFSL would be deemed to have fulfilled its legal obligations to deliver to the Client the transaction statements if such transaction statements are sent through electronic means at the email address provided by the Client to ACFSL. Failure on the part of the Client to advise ACFSL of any difficulty in opening any transaction statement so delivered within twenty-four (24) hours after delivery by ACFSL shall serve as an affirmation regarding the acceptance of such transaction statement.
5. The Client agrees not to receive transaction statements in a physical form from ACFSL once the Client has agreed to avail such Services. In the event ACFSL is unable to provide transaction statements through an electronic medium due to any unforeseen problems and/or temporary technological lapses/ failure, ACFSL shall on a best efforts basis ensure that the transaction statement reaches the Client in physical form as per the time schedule stipulated in the Bye Laws & Business Rules of SEBI / Exchanges and NSDL.
6. In the event the Client selects to avail the Services, the Client shall immediately inform ACFSL about any change in his/her/it's email address as provided earlier to ACFSL.
7. ACFSL does not provide any warranty and makes no representation whatsoever about the accuracy, authenticity and/or completeness of the transaction statements provided through electronic medium. While ACFSL shall endeavour to provide the transaction statement as requested by the Client promptly, ACFSL shall not be responsible for any non-response or delay in providing the transaction statements to the Client due to any reason whatsoever, including but not limited to, due to failure of operational systems or any requirement of law.
8. The Client will take all the necessary steps to ensure confidentiality and secrecy of the login name and password of the internet/email account.
9. The Client is aware that the transaction statements may be accessed by other entities in case the confidentiality/secretcy of the login name and password is compromised.
10. The Client accepts full responsibility for the monitoring and safeguarding of the Client's accounts with ACFSL. The Client shall immediately notify ACFSL in writing, delivered via e-mail and/or Registered AD: (a) If the Client becomes aware of any loss, theft or unauthorised use of the passwords or digital signatures of the Client, as the case may be and the Client's account number; or

- (b) Any inaccurate information in the account balances, investment products positions, or transaction history.
11. If the Client fails to notify ACFSL immediately upon the Client's knowledge about the time when any of the above conditions (as mentioned in clause 10) occur, neither ACFSL nor any of its officers, directors, employees, agents, affiliates or subsidiaries can or will have any responsibility or liability to the Client or to any other person whose claim may arise through the Client for any claims including but not limited to claims arising with respect to the handling, mishandling or loss of any order. Under no circumstances, including negligence, shall ACFSL or anyone involved in creating, producing, delivering or managing the Services for ACFSL be liable for any direct, indirect, incidental, special or consequential damages that result from the use of or inability to use the Services, or out of any breach of any warranty.
  12. The Services rendered herein are subject to an ongoing review by ACFSL and these Terms, and such Services may be modified and/or recalled without notice at the absolute discretion of ACFSL.
  13. Both ACFSL and the Client have the right to terminate such Services provided a written notice is given at least 10 (ten) days in advance to the other party.
  14. ACFSL reserves the discretion to revise/modify/alter the Terms herein.
  15. All disputes arising out of or in relation to this terms and conditions shall be governed by the laws of India and shall be subject to the exclusive jurisdiction of the competent courts at Mumbai.
  16. Notwithstanding anything contained herein, all terms and conditions stipulated by ACFSL pertaining to the Account(s) and/or to any services/facilities offered by ACFSL, shall continue to be applicable to the Client. The above Terms are in addition to and not in derogation of the terms and conditions forming part of the Trading account with Exchanges and "AGREEMENT BETWEEN THE ACFSL AND THE PERSON SEEKING TO OPEN AN ACCOUNT WITH THE DEPOSITORY PARTICIPANT" ("DP Agreement") and "CONFIRMATION" given by the Client at the time of opening the account with ACFSL and the terms and conditions relating to any Account(s) of the Client and/or to those relating to services/facilities offered by ACFSL and availed by the Client. However, in the event of a conflict in such other terms and conditions stipulated by ACFSL, DP Agreement, Letter of Confirmation and the Terms herein, these Terms shall have an overriding effect to the extent of such conflict. The Client agrees that in the event the Client avails of any services/ facilities offered by ACFSL through the Website, the Client shall be bound by all the terms and conditions stipulated by ACFSL pertaining to such services/facilities, offered by ACFSL and availed by the Client through the Website.
  17. client hereby consent to receive the contract not/trade confirmations of the trades, bills and account statements thereof, notices, circulars, amendments and such offer correspondence or documents in electronic form duly authenticated by means of a digital signatures as specified in the Information Technology Act 2000 and the rules made thereunder, to any of my above mentioned email ids regarding SEBI, BSE, NSE, MCX-SX and Depository.
  18. Any change in the email-id shall be communicated by client through a physical letter and in respect of internet client, clientshall request any change of email id through the secured access.
  19. Client further hereby agree that the member shall fulfill the legal obligation, if the above documents are sent electronically to registered e-mail id. Client agree that the member will not be responsible for non-receipt of documents sent via electronic delivery due to change in email address/correspondence address as mentioned aforesaid. Client also agree that the member shall not take cognizance of out-of-office / out-of-station auto replies and Client shall be deemed to have received such electronic mails. Non receipt of bounced mail notification by the member shall amount to delivery of contract note at the email id registered with ACFSL.
  20. Client further hereby agree to received customized alert message through SMS with respect to Net trading / transcation / confirmation / information relating to my trading/demat account to registered Mobile number with ACFSL.

Sign of First / Sole Holder

**X**  
Sole / First Holder Signature

Sign of Second Holder

**X**  
Second Holder Signature

Sign of Third Holder

**X**  
Third Holder Signature

**Consent to debit the trading account for the  
DP charges and the penalties levied in the Demat/Trading account**

To,  
Amrapali Capital and Finance Services Ltd.  
19/20/21, Narayan Chambers,  
Ashram Road, Ahmedabad-380 009.

Sir,

I/We have a trading account as well as a Demat account with Amrapali Capital and Finance Services Ltd. and / or Ahmedabad Stock Exchange (ACFSL-parent Exchange-CDSL DP), For the convenience of payment of all the charges, pertaining to my demat account, I/we hereby request you to debit my trading account with all the DP account charges, as and when the bill is raised by ACFSL (NSDL-Depository Participat) and /or ACFSL (CDSL-Depositroy Participant).

Further, I understand that in case of any non-compliance of the Bye Laws, Rules and Regulations as laid down by SEBI / Exchanges and/or the Depositories, and for any other matters that may be decided by ACFSL from time to time, ACFSL may charge penalty on me. Such penalty amount shall be directly debited to my account. I/We hereby request you to debit ,my trading account for the amount of penalty charges in my demat/trading account with you.

**Other Charges (Excluding Service Tax)**

1. In case the Client's e-mail ID is not registered with ACFSL or failed to submit new e-mail ID / incase of bounced mail, in the DP KYC, ACFSL will charge Rs. 10/- (within gujarat) per dispatch including DP transaction statement holding and any other detail dispatch regarding above and Rs. 25/- out of Gujarat for the same.
2. In case client needs any additional hard copy (printout)ACFSL shall levy charge of Rs. 10/- per page.
3. Only first DIS Book will be provided without any cost. After that ACFSL will charge Rs. 20/- per book (20 slips).
4. In case the DIS book is lost or misplaced, ACFSL will charge Rs. 50/- for issuing the same.
5. Security payout hold and released charge Rs. 25/- per instruction.
6. DIS submitted on Pya-In date charge Rs. 50/- per instruction.
7. ACFSL reserves the right to change any charge from time to time, with prior notice.

**Client  
Signature**



(If Partner, Corporate or other Signatory, then attest with company seal.)

**Sub-broker  
/Authorized  
Signature**



**ADDITIONAL INFORMATION  
AND AGREEMENT FOR  
NSDL DEMAT ACCOUNT**

# AMRAPALI CAPITAL AND FINANCE SERVICES LTD.

## POWER OF ATTORNEY BY THE CLIENT (Rs. 100 franking on this page)

To all to whom these presents shall come I/We

First Holder Name :

Second Holder Name :

Third Holder Name :

Indian inhabitants send greetings.

Whereas I/We have a beneficiary account in the name and style of Individual/HUF/Corporate/Trust/Others (Pl.Specify) \_\_\_\_\_ (hereinafter referred to as the said 'Account') with Amrapali Capital and Finance Services Ltd. 19/20/21, 3rd floor, Narayan Chambers, B/h. Patang Hotel, Ashram Road, Ahmedabad-380 009. (hereinafter referred to as the DP) and I/We am/are desirous of appointing an agent/attorney to operate said account on my/our behalf in the manner hereinafter appearing .

Whereas I/We am/are (First Holder Name) : \_\_\_\_\_

A registered client of Amrapali Capital and Finance Services Ltd. (ACFSL) a member of Bombay Stock Exchange Ltd. Bearing SEBI registration No. INB 010758838, INB 010998733 (BSE), National Stock Exchange of India Ltd. Bearing SEBI registration No. INB 230758835, INF 230758835, INE 230758835 (NSE)

Whereas due to reduction in trade cycle as well as exigency and paucity of time, it is not possible for me/us to give the Delivery Instruction on daily basis/trade basis. I/We want to avail the facility of direct debit/credit of securities provided to the client of sub-broker/authorised person of ACFSL for smooth functioning of settlement process.

Whereas I/We hereby confirm that I/We read and understood the Risk Disclosure Document as prescribed by Securities and Exchange Board of India.

Now know we all and these presents witness that I/We, the above named do hereby nominate, constitute and appoint ACFSL having its corporate office at 19/20/21, 3rd floor, Narayan Chambers, B/h. Patang Hotel, Ashram Road, Ahmedabad-380 009. as my/our true and lawful attorney(s) (hereinafter referred to as "The Attorney(s)") for me/us and on my/our behalf and in my/our name to do the following acts. deeds and things and exercise the following powers and authorities.

Sign of First / Sole Holder

Sign of Second Holder

Sign of Third Holder

(X)

Sole / First Holder Signature

(X)

Second Holder Signature

(X)

Third Holder Signature

1. To do all such things and give such instruction as mentioned below concerning the said account as I/We myself/ourselves could give if /We was/were personally present.
2. To instruct the DP to debit securities, mutual funds units etc. to the said account and or transfer the securities, mutual funds units etc. from the said account and to give credit/transfer to the Pool A/c. Designated A/c. of Amrapali Capital Finance Services Ltd. to the extent of pay-in obligation as well as margins towards BSE and/or NSE as a client of Amrapali Capital and Finance Services Ltd.

**Details of Demat Account, where securities can be moved :**

DESCRIPTION OF	DEMAT ACCOUNT NO.
BSE : CM Pool A/c-NSDL	10000916
CM-BP-ID Pool A/c NSDL	IN 655849
NSE : CM Pool A/c-NSDL	10000908
CM-BP-ID Pool A/c-NSDL	IN565808
BSE House Account	1301240000106815
NSE House account	
NSDL DP ID	IN303760
NSE F&O Client Security Pledge Account HDFC BANK	IN 301151 21775412

3. To pledge the securities in favour of ACFSL. for the limited purpose of meeting ,y/our margin requirements in connection with the trades executed by me/us on the stock exchange through the ACFSL.
4. And I/We hereby agree and confirm that the powers and authorities conferred by this power of attorney shall continue until I/We have given in writing for revocation of the aforesaid Power of Attorney.
5. It is specifically understood and agreed between both the parties hereto that either party i.e. the client of "ACFSL" will be entitled/eligible to claim refund/return of securities, erroneously received or credited to either party's demat account or those securities to which either party is not entitled to receive from the other party.
6. I/We authorize Amrapali Capital and Finance Services Ltd. (being a Stock Broker also) to send consolidated summary to my/our scrip wise buy/sell position taken with average rates by way of SMS/E-mail on a daily basis, notwithstanding any other document to be disseminated as specified by SEBI from time to time.
7. And I/We, do hereby agree to ratify all lawful acts and things done by the said attorney(s) pursuant to the powers herein above contained.
8. By executing this POA, I revoke all earlier POA if any executed in favour of ACFSL.

IN WITNESS WHEREOF I/We, the above named have hereunto set my hands and Seals of on this \_\_\_\_\_ day of \_\_\_\_\_ two thousand \_\_\_\_\_

Sign of First / Sole Holder

Sole / First Holder Signature

Sign of Second Holder

Second Holder Signature

Sign of Third Holder

Third Holder Signature

**In the presence of Witness**

Witness Name : \_\_\_\_\_ Signature \_\_\_\_\_

Address : \_\_\_\_\_

ACFSL Subbroker / Authorised Person Name : \_\_\_\_\_

Address : \_\_\_\_\_

\_\_\_\_\_ Sub broker/AP Sign with Stamp \_\_\_\_\_

**Format of Board Resolution in case of the Corporate/Trusts - Annexure - 3**

(to be obtained on pre-printed corporate/trusts letterhead)

**CERTIFIED TRUE COPY OF THE RESOLUTION PASSED IN THE MEETING OF THE BOARD OF DIRECTORS/TRUSTEES OF .....LTD./TRUST AND HAVING ITS REGISTERED OFFICE AT ..... HELD ON .....DAY OF.....20.....AT.....A.M./P.M.**

**RESOLVED THAT** the Company/Trust do agree with **AMRAPALI CAPITAL AND FINANCE SERVICES LTD.**, Member of the National Stock Exchange of India Ltd. (NSE), Bombay Stock Exchange Ltd. (BSE) and Depository Participant of National Securities Depository Ltd. (NSDL) etc. for the purpose of dealing on Capital Market/Cash segment, Derivatives/Futures & Options segment / currency (Interest Rate Futures) segment or any other segment that may be introduced by **AMRAPALI CAPITAL FINANCE SERVICES LTD.**, in future and the said Member be and is hereby authorized to honour instructions, oral/written or electronic, given on behalf of the Company/Trust by any of the following authorized signatories of the Company / Trust, for the purpose of to sell, purchase, transfer, endorse, negotiate documents and/or otherwise dealing through **AMRAPALI CAPITAL FINANCE SERVICES LTD.**

RESOLVED FURTHER THAT Mr/Mrs.....and/or Mr/Mrs.....Directors/Trustees of the Company/Trust be and is/are hereby authorized to sign, execute and submit such applications, undertakings, agreements and other requisite documents writings and deeds as may be deemed necessary or expedient to open and operate corporate demat and trading account with ACFSL and give effect to this resolution.

RESOLVED FURTHER THAT the common seal of the company be affixed, wherever necessary, in the presence of any directors or of anyone director and Company Secretary, who shall sign the same in token of the presence.

For.....

Wholetime Director / Managing Director / Company Secretary / All Trustees

Date : .....

Place : .....

**Specimen Signatures of the Authorised for Corporate / Trust Account  
As Per Annexure - 3 (Annexure - 4)  
(On the letterhead of Corporate / Trust)**

Sr. No.	Authorised Signatory Name	Designation	Specimen Singnature
1.			
2.			
3.			

**(Signature to be verified by the Banker)**

Applicant's Bank Name :	Bank Account No. :
Bank Official Name :	
Bank Employee Code with Designation :	
Branch Name with address :	
Signature of Bank Official with Stamp : <sup>X</sup> Signature	

**(XXII) DECLARATION FOR MOBILE NO.**

Date : ..... Place : .....

I, ..... having PAN No. ....do hereby declare that my mobile no. is ..... Further. I authorize.....that the same may be used for giving me any information/alert/sms/call.

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

.....

**(Signature of Client)**

Name :

Client Code :

Address :

Phone NO. :

Date :

Verified by (to be done by.....)

Name of Employee .....

Signature .....

Date .....

## CHECKLIST FOR ACFSL

	For Office Use
<b>Application Form :</b>	
Application Form Should be filled in CAPITAL Letters.	
Names on the Form should be is exactly as on PAN Cards.	
Addresses on the Form are exactly as on Proof and complete with PINCODE.	
Passport size Photographs are affixed properly and Clients have signed across the photograph.	
Correction / Alterations, if any have been authenticated by all Holders.	
Clients photographs are matching and clear with ID Proof.	
Client has filled and signed all mandatory fields, which are clear and readable.	
Blank Columns are struck off.	
<b>Bank Account Details of Trading Client / First Holder / Sole Holder</b>	
Copy of cancelled cheque leaf with printed name / Cancelled cheque with Bank Statement is submitted.	
Type of Bank Account is mentioned.	
Complete Bank Address is written.	
MICR / IFCS code is duly filled in.	
<b>Nomination Form (option) (only for Individual and NRI)</b>	
Photograph of Nominee, if affixed and signed across.	
In case Minor Nominee, photograph of both Nominee and Guardian are available with Signature across	
In case of Minor Nominee, Guardian's PAN Card copy submitted.	
Two witnesses with full name and complete address.	
<b>POA (Power of Attorney)</b>	
Duly signed and witnessed by all the Joint Holders.	
<b>HUF Account</b>	
HUF and Karta PAN Card - self attested copy with HUF stamp	
HUF Declaration Form duly signed by all the coparceners.	
Karta's Address Proof is required.	
<b>NRI Accounts</b>	
RBI/Designated Bank Approval verify with bank account opening letter.	
Address proof for foreign/local Address.	
Self Attested Copy of Passport.	
<b>For Non individual Clients</b>	
PAN card of the Firm / Company's names should exactly match as on Income Tax Website.	
PAN Card of Firm / Company and all Partners / Directors are required.	
Form should be signed by authorised signatory with stamp.	
All necessary fields should be ticked mark & strike off the portion of Form whichever is not applicable.	
Photograph of Authorised Signatory should be stamped and signed across the photograph.	
Self attested copy along with the stamp of Valid Address Proof of Firm / Company and all Partners / Directors to be submitted.	
Proof of Bank account and copy of cancelled cheque of the Firm / Company is required for the Bank details.	
<b>Addintional Cheque Points</b>	
Agreement validity for DP Account.	
F&O financial proof.	
In Person verification.	

**FOR ACFSL - AUDIT USE ONLY**

Sr. No.	Particular	Page No
1	Client Signature is require	
2	Sub Broker / Authorised Person Signature is require	
3	PAN detail mismatch with Income-Tax Website / NSDL TIN	
4	Client Name mismatch with PAN / Bank / Address proof.	
5	Address Proof is require	
6	Bank Proof is require	
7	Entry not found in BackOffice	
8	DP Proof is required (other than ACFSL DP)	
9		
10		
11		
12		

**ACFSL USE ONLY**

DP Portion Verified By	DPM / Back Office Portion Authorised By	DP Client Master Verified By
Trading Portion Verified By	Authorization in Back Office	Trading Client Master Verified By

**IN-PERSON VERIFICATION OF CLIENT FOR DEMAT & TRADING KYC**

Trading Client / 1st Holder / All Authorised Sign. Name :		<b>CLIENT</b> <input checked="" type="checkbox"/> <b>SIGNATURE</b> (To be signed in Presence of ACFSL Employee) (If Partner, Corporate, or other Signatory, then attest with company seal.)
2nd Holder Sign. Name :		<b>CLIENT</b> <input checked="" type="checkbox"/> <b>SIGNATURE</b> (To be signed in Presence of ACFSL Employee) (If Partner, Corporate, or other Signatory, then attest with company seal.)
3rd Holder Sign. Name :		<b>CLIENT</b> <input checked="" type="checkbox"/> <b>SIGNATURE</b> (To be signed in Presence of ACFSL Employee) (If Partner, Corporate, or other Signatory, then attest with company seal.)

**For ACFSL Use only**

Following Documents verified with original at the time of In Person Verification of Client by employee of the ACFSL

Document	Verified	Document	Verified	Document	Verified	Document	Verified
PAN CARD		Address Proof		Bank Proof Bank Statement or Pass Book		Cheque leaf	
Document	1	2	3	4	5	6	Verified
Any Other Proof (Please Specify)							

<b>ACFSL EMPLOYEE NAME &amp; CODE :</b>		<b>ACFSL</b> <input checked="" type="checkbox"/> <b>EMPLOYEE</b> <b>SIGNATURE :</b>
---	--	---

<b>Place of Verification :</b>	<b>Date :</b>
--------------------------------	---------------

<b>Pre-Audit Verification</b> <input checked="" type="checkbox"/>  Auditor's Signature With Stamp	<b>Pre-Audit Verification</b> <input checked="" type="checkbox"/> Registered  Auditor's Signature With Stamp	<b>Pre-Audit Verification</b> <input checked="" type="checkbox"/> Active  Auditor's Signature With Stamp
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**DOCKET - B**  
**(xiii) INTERNET TRADING LETTER**

To,

.....  
.....  
.....

**Sub : Internet Trading**

Sir,

We wish to trade through internet on National Stock Exchange / Bombay Stock Exchange and confirm that we are fully aware of and understand the risks associated with availing of a service of routing orders through internet including the risk of misuse and unauthorized use our Username and or Password by a third party and the risk of a person hacking into our account on your ITORS system and unauthorisedly routing order on behalf of us through the System. We agree that we shall be fully liable and responsible for any and all unauthorized use and misuse of our Password and / or Username and also for any and all acts done by any person through your ITORS system on our Username in any manner whatsoever. We hereby confirm you to send our Username and Password on the below mentioned e-mail address.

E-mail Address :

Thanks and best regards

Signature  \_\_\_\_\_

For \_\_\_\_\_

Name : \_\_\_\_\_

Trading Code : \_\_\_\_\_

Mobile No. \_\_\_\_\_

**ANNEXURE-B**

**AGREEMENT BETWEEN THE DEPOSITORY PARTICIPANT AND THE PERSON SEEKING TO OPEN AN ACCOUNT WITH THE DEPOSITORY PARTICIPANT**

This agreement made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ between \_\_\_\_\_ situated at \_\_\_\_\_

\_\_\_\_\_ (hereinafter called "the Client") and **Amrapali Capital & Finance Services Ltd.**, 19-20-21, Narayan Chambers, IIIrd Floor, B/ h. Patang Hotel, Ashram Road, Ahmedabad-380 009. (hereinafter called "the Depository Participant")

**Witnesseth**

**WHEREAS** the Client has furnished to the Depository Participant the duly filled in application form requesting therein to open an account with the Depository Participant.

**NOW THEREFORE** in consideration of Depository Participant having agreed to open an account for the Client, both the parties to the agreement hereby covenant and agree as follows :

- 1) The Client shall pay such charges to the Depository Participant for the purpose of opening and maintaining his account, for carrying out the instructions of the Client and for rendering such other services as may be agreed to from time to time between the Depository Participant and the Client as set out in Schedule A. The Depository Participant shall reserve the right to revise the charges by giving not less than thirty days notice in writing to the Client.
- 2) The Client shall have the right to get the securities which have been admitted on the Depository Dematerialised in the form and manner laid down under the Bye Laws and Business Rules. The Depository Participant further undertakes that it shall not create or permit to subsist any mortgage, charge or other encumbrance over all or any of such securities submitted for dematerialisation except on the instruction of the Client.
- 3) The Depository Participant hereby undertakes that it shall maintain a separate account of its own securities held in dematerialised form with the Depository and shall not commingle the same with the securities held in dematerialised form on behalf of the Client.
- 4) The Depository Participant undertakes that a transfer to and from the accounts of the Client shall be made only on the basis of an order, instruction, direction or mandate duly authorised by the Client and that the Depository Participant shall maintain adequate audit trail of such authorization.
- 5) The Depository Participant agrees that the Client may give standing instructions with regards to the crediting of securities in his account and the Depository Participant shall act according to such instructions.
- 6) The Depository Participant undertakes to provide a transaction statement including statement of accounts, if any, to the Client at monthly intervals unless the Depository Participant and the Client have agreed to provision of such statements at shorter intervals. However, if there is no transaction in the account, then the Depository Participant shall provide such statement to the Client atleast once a quarter.
- 7) The Depository Participant shall have the right to terminate this agreement, for any reason whatsoever, provided the Depository Participant has given a notice in writing of not less than thirty days to the client as well as to the Depository. Similarly, the Client shall have the right to terminate this agreement and close his account held with the Depository Participant, provided no charges are payable by him to the Depository Participant. In such an event, the Client shall specify whether the balance in its account should be transferred to another account of the Client held with another Depository Participant or to rematerialise the security balances held. Based on the instructions of the Client, the Depository Participant shall initiate the procedure for transferring such security balances or rematerialise such security balances within a period of thirty days, as per the procedure for transferring such security balances or rematerialise such security balances within a period of thirty days, as per the procedure laid down in the Bye laws and Business Rules. Provided further, termination of this agreement shall not affect the rights, liabilities and obligations of either party and shall continue to bind the parties to their satisfactory completion.
- 8) On the failure of the Client to pay the charges as laid out in clause (1) of this agreement within a period of thirty days from the date of demand the Depository Participant shall terminate this agreement and close the account of the Client by requiring it to specify whether the balance in its account be transferred to the account of the Client held with another Participant or be rematerialised in the manner specified in the Bye Laws and Business Rules.

**Signature of All Holders X**

**Signature of All Holders X**

- 9) The Client further agrees that in the event of the Client committing a default in the payment of any of the amounts provided in clause (1) within a period of thirty days from the date of demand, without prejudice to the right of the Depository Participant to close the account of the Client, the Depository Participant may charge interest @ not more than 24% p.a. or such other rate as may be specified by the Executive Committee from time to time for the period of such default. In case the Client has failed to make the payment of any of the amounts as provided in clause (1) of this agreement, the Depository Participant shall have the right to discontinue the Depository services till such time he makes the payment along with interest, if any, after giving two days notice to the Client.
- 10) The Depository Participant shall have a right to provide such information related to the Client's account as may be requested by National Securities Depository Limited from time to time.
- 11) The Client shall have right to create a pledge of the securities held in the dematerialised form with the Depository Participant only in accordance with the procedure and subject to restrictions laid down under the Bye Laws and Business Rules.
- 12) The Depository shall not be liable to the Client in any manner towards losses, liabilities and expenses arising from the claims of third parties and from taxes and other governmental charges in respect of securities credited to the Client's account.
- 13) The Client may exercise the right to freeze his account maintained with the Depository Participant so as to lock the securities held with the Depository Participant in accordance with the procedures prescribed in the Bye Laws and Business Rules.
- 14) The Client may exercise the right to defreeze his account maintained with the Depository Participant in accordance with the procedure and subject to the restrictions laid down under the Bye Laws and Business Rules.
- 15) The Client shall notify the Depository Participant within seven days of any change in the details set out in the applicaiton form submitted to the Depository Participant at the time of opening the account or furnished to the Depository Participant from time to time.
- 16) The Depository Participant undertakes to resolve all legitimate grievances of the Client against the Depository Participant within a period of thirty days.
- 17) The Depository Participant and the Client shall abide by the arbitration and conciliation procedure prescribed under the Bye Laws of the National Securities Depository Limited and that such procedure shall be applicable to any disputes between the Depository Participant and the Client.
- 18) The Depository Participant and the Client further agree that all claims, differences and disputes, arising out of or in relation to dealings on the Depository including any transactions made subject to the Bye Laws or the Business Rules of the Depository or with reference to anything incidental thereto or in pursuance thereof or relating to their validity, construction, interpretation, fulfillment or the rights, obligation and liabilities of the parties thereto and including any question of whether such dealings, transactions have been entered into or not, shall be subject to the exclusive jurisdiction of the courts at Mumbai only.

IN WITNESS WHEREOF the Client and the Depository Participant has caused these presents to be executed as of day and year first above written.

Signed and delivered by

1. **X**
2. **X**
3. **X**

\_\_\_\_\_  
(for and on behalf of the Client)

Signed and delivery by

\_\_\_\_\_  
(for and on behalf of the Depository Participant)  
**Amrapali Capital & Finance Services Ltd.**

Sign. _____
Name _____
Address _____
_____

Witness (Behalf of the Client)

Sign. _____
Name _____
Address 19-20-21, Narayan Chambers, Illrd Floor, B/ h. Patang Hotel, Ashram Road, Ahmedabad-380 009.

Witness (Behalf of the DP)