

TM Code : NSE-07590, BSE - 0943, MCX-SX-1010

CM Code : NSE :M-50457

BSE : 0943

MCX - SX CM - 1010, FO-10

DP ID : NSDL - IN 300343, CDSL - 12029300

CIN : U67120GJ1994PLC023257

**ACKNOWLEDGEMENT**

FORM NO. :

**SHAH INVESTOR'S HOME LTD.**

Accepted/rejected the application from Mr / Ms. \_\_\_\_\_

as the sole/first holder alongwith \_\_\_\_\_ and

\_\_\_\_\_ as the second and third holders respectively for opening of a security trading account and a depository account. Your trading code or client code will be intimated to you shortly on acceptance. Please quote the DP Id & Client Id allotted to you in all your future correspondence for Demat related activities and trading client code for broking related activities.

**List of Proofs - Collected from the customer**

**PAN Proof**

☐ PAN Card

**Proof of Identity**

☐ PAN Card

☐ Voters ID

☐ Driving License

☐ Passport

☐ UID - AADHAAR

**Proof of Address**

☐ Telephone/Electricity Bill

☐ Passport

☐ Bank Passbook

☐ Rent Agreement/Leave& License

☐ Bank Statement

☐ Voters Id

☐ Ration Card

☐ Driving License

**Bank Proof**

☐ Cancelled Cheque

☐ Bank Statement

☐ Bank Pass Book

**Sub-broker Code :**

**Branch Name :**

**Date :**

**Place :**

**Signature of  
Authorised Signatory**

**Note : On non-receipt of DIS sent along with account opening kit after opening new Demat Account, we shall block such DIS in DPM and Back office system and destroy after two months.**

## ANNEXURE - 4

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

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

#### CLIENT INFORMATION

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

#### MARGINS

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

#### TRANSACTIONS AND SETTLEMENTS

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

#### BROKERAGE

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

 **Sign. X-** .....  
**Signature of Client**

### **LIQUIDATION AND CLOSE OUT OF POSITION**

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

### **DISPUTE RESOLUTION**

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

### **TERMINATION OF RELATIONSHIP**

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

### **ADDITIONAL RIGHTS AND OBLIGATIONS**

30. The stock broker shall ensure due protection to the client regarding client's rights to dividends, rights or bonus shares, etc. in respect of transactions routed through it and it shall not do anything which is likely to harm the interest of the client with whom and for whom they may have had transactions in securities.
31. The stock broker and client shall reconcile and settle their accounts from time to time as per the Rules, Regulations, Bye Laws, Circulars, Notices and Guidelines issued by SEBI and the relevant Exchanges where the trade is executed.
32. The stock broker shall issue a contract note to his constituents for trades executed in such format as may be prescribed by the Exchange from time to time containing records of all transactions including details of order number, trade number, trade time, trade price, trade quantity, details of the derivatives contract, client code, brokerage, all charges levied etc. and with all other relevant details as required therein to be filled in and issued in such manner and within such time as prescribed by the Exchange. The stock broker shall send contract notes to the investors within one working day of the execution of the trades in hard copy and/or in electronic form using digital signature.
33. The stock broker shall make pay out of funds or delivery of securities, as the case may be, to the Client within one working day of receipt of the payout from the relevant Exchange where the trade is executed unless otherwise specified by the client and subject to such terms and conditions as may be prescribed by the relevant Exchange from time to time where the trade is executed.
34. The stock broker shall send a complete 'Statement of Accounts' for both funds and securities in respect of each of its clients in such periodicity and format within such time, as may be prescribed by the relevant Exchange, from time to time, where the trade is executed. The Statement shall also state that the client shall report errors, if any, in the Statement within such time as may be prescribed by the relevant Exchange from time to time where the trade was executed, from the receipt thereof to the Stock broker.
35. The stock broker shall send daily margin statements to the clients. Daily Margin statement should include, inter-alia, details of collateral deposited, collateral utilized and collateral status (available balance/due from client) with break up in terms of cash, Fixed Deposit Receipts (FDRs), Bank Guarantee and securities.

 **Sign. X-** .....  
**Signature of Client**

36. The Client shall ensure that it has the required legal capacity to, and is authorized to, enter into the relationship with stock broker and is capable of performing his obligations and undertakings hereunder. All actions required to be taken to ensure compliance of all the transactions, which the Client may enter into shall be completed by the Client prior to such transaction being entered into.

#### **ELECTRONIC CONTRACT NOTES (ECN)**

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

#### **LAW AND JURISDICTION**

43. In addition to the specific rights set out in this document, the stock broker, sub-broker and the client shall be entitled to exercise any other rights which the stock broker or the client may have under the Rules, Bye-laws and Regulations of the Exchanges in which the client chooses to trade and circulars/notices issued thereunder or Rules and Regulations of SEBI.
44. The provisions of this document shall always be subject to Government notifications, any rules, regulations, guidelines and circulars/notices issued by SEBI and Rules, Regulations and Bye laws of the relevant stock exchanges, where the trade is executed, that may be in force from time to time.
45. The stock broker and the client shall abide by any award passed by the Arbitrator(s) under the Arbitration and Conciliation Act, 1996. However, there is also a provision of appeal within the stock exchanges, if either party is not satisfied with the arbitration award.
46. Words and expressions which are used in this document but which are not defined herein shall, unless the context otherwise requires, have the same meaning as assigned thereto in the Rules, Byelaws and Regulations and circulars/notices issued thereunder of the Exchanges/SEBI.
47. All additional voluntary clauses/document added by the stock broker should not be in contravention with rules/regulations/notices/circulars of Exchanges/SEBI. Any changes in such voluntary clauses/document(s) need to be preceded by a notice of 15 days. Any changes in the rights and obligations which are specified by Exchanges/SEBI shall also be brought to the notice of the clients.
48. If the rights and obligations of the parties hereto are altered by virtue of change in Rules and regulations of SEBI or Bye laws, Rules and Regulations of the relevant stock Exchanges where the trade is executed, such changes shall be deemed to have been incorporated herein in modification of the rights and obligations of the parties mentioned in this document.

 **Sign. X-** .....  
**Signature of Client**

**INTERNET & WIRELESS TECHNOLOGY BASED TRADING FACILITY PROVIDED BY STOCK BROKERS TO CLIENT (All the clauses mentioned in the '*Rights and Obligations*' document(s) shall be applicable. Additionally, the clauses mentioned herein shall also be applicable.)**

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

 **Sign. X-** .....  
**Signature of Client**

## ANNEXURE - 5

### RISK DISCLOSURE DOCUMENT FOR CAPITAL MARKET AND DERIVATIVES SEGMENTS

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

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

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

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

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

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

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

#### 1. BASIC RISKS:

##### 1.1 Risk of Higher Volatility:

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

##### 1.2 Risk of Lower Liquidity:

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

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

##### 1.3 Risk of Wider Spreads:

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

##### 1.4 Risk-reducing orders:

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

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

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

 **Sign. X-** .....  
**Signature of Client**

- 1.4.3** A stop loss order is generally placed "away" from the current price of a stock / derivatives contract, and such order gets activated if and when the security / derivatives contract reaches, or trades through, the stop price. Sell stop orders are entered ordinarily below the current price, and buy stop orders are entered ordinarily above the current price. When the security / derivatives contract reaches the pre-determined price, or trades through such price, the stop loss order converts to a market/limit order and is executed at the limit or better. There is no assurance therefore that the limit order will be executable since a security / derivatives contract might penetrate the pre-determined price, in which case, the risk of such order not getting executed arises, just as with a regular limit order.
- 1.5 Risk of News Announcements:**  
News announcements that may impact the price of stock / derivatives contract may occur during trading, and when combined with lower liquidity and higher volatility, may suddenly cause an unexpected positive or negative movement in the price of the security / contract.
- 1.6 Risk of Rumors:**  
Rumors about companies / currencies at times float in the market through word of mouth, newspapers, website or news agencies, etc. The investors should be wary of and should desist from acting on rumors.
- 1.7 System Risk:**  
High volume trading will frequently occur at the market opening and before market close. Such high volumes may also occur at any point in the day. These may cause delays in order execution or confirmation.
- 1.7.1** During periods of volatility, on account of market participants continuously modifying their order quantity or prices or placing fresh orders, there may be delays in order execution and its confirmations.
- 1.7.2** Under certain market conditions, it may be difficult or impossible to liquidate a position in the market at a reasonable price or at all, when there are no outstanding orders either on the buy side or the sell side, or if trading is halted in a security / derivatives contract due to any action on account of unusual trading activity or security / derivatives contract hitting circuit filters or for any other reason.
- 1.8 System/Network Congestion:**  
Trading on exchanges is in electronic mode, based on satellite/leased line based communications, combination of technologies and computer systems to place and route orders. Thus, there exists a possibility of communication failure or system problems or slow or delayed response from system or trading halt, or any such other problem/glitch whereby not being able to establish access to the trading system/network, which may be beyond control and may result in delay in processing or not processing buy or sell orders either in part or in full. You are cautioned to note that although these problems may be temporary in nature, but when you have outstanding open positions or unexecuted orders, these represent a risk because of your obligations to settle all executed transactions.
- 2. As far as Derivatives segments are concerned, please note and get yourself acquainted with the following additional features:-**
- 2.1 Effect of "Leverage" or "Gearing":**  
In the derivatives market, the amount of margin is small relative to the value of the derivatives contract so the transactions are 'leveraged' or 'geared'. Derivatives trading, which is conducted with a relatively small amount of margin, provides the possibility of great profit or loss in comparison with the margin amount. But transactions in derivatives carry a high degree of risk. You should therefore completely understand the following statements before actually trading in derivatives and also trade with caution while taking into account one's circumstances, financial resources, etc. If the prices move against you, you may lose a part of or whole margin amount in a relatively short period of time. Moreover, the loss may exceed the original margin amount.
- A.** Futures trading involve daily settlement of all positions. Every day the open positions are marked to market based on the closing level of the index / derivatives contract. If the contract has moved against you, you will be required to deposit the amount of loss (notional) resulting from such movement. This amount will have to be paid within a stipulated time frame, generally before commencement of trading on next day.
- B.** If you fail to deposit the additional amount by the deadline or if an outstanding debt occurs in your account, the stock broker may liquidate a part of or the whole position or substitute securities. In this case, you will be liable for any losses incurred due to such close-outs.
- C.** Under certain market conditions, an investor may find it difficult or impossible to execute transactions. For example, this situation can occur due to factors such as illiquidity i.e. when there are insufficient bids or offers or suspension of trading due to price limit or circuit breakers etc.
- D.** In order to maintain market stability, the following steps may be adopted: changes in the margin rate, increases in the cash margin rate or others. These new measures may also be applied to the existing open interests. In such conditions, you will be required to put up additional margins or reduce your positions.
- E.** You must ask your broker to provide the full details of derivatives contracts you plan to trade i.e. the contract specifications and the associated obligations.
- 2.2 Currency specific risks:**
- 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.
  - Under certain market conditions, you may find it difficult or impossible to liquidate a position. This can occur, for example when a currency is deregulated or fixed trading bands are widened.
  - Currency prices are highly volatile. Price movements for currencies are influenced by, among other things: changing supply-demand relationships; trade, fiscal, monetary, exchange control programs and policies of governments; foreign political and economic events and policies; changes in national and international interest rates and inflation; currency devaluation; and

 **Sign. X-** .....  
**Signature of Client**

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.

 **Sign. X-** .....  
**Signature of Client**

## ANNEXURE - 6

### GUIDANCE NOTE - Do's AND DON'TS FOR TRADING OF 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) 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 gives a public notice inviting claims relating to only the "transactions executed on the trading system" of Stock exchange, from the investors. Ensure that you lodge a claim with the relevant Stock exchanges within the stipulated period and with the supporting documents.
17. Familiarize yourself with the protection accorded to the money and/or securities you may deposit with your stock broker, particularly in the event of a default or the stock broker's insolvency or bankruptcy and the extent to which you may recover such money and/or securities may be governed by the Bye-laws and Regulations of the relevant Stock exchange where the trade was executed and the scheme of the Investors' Protection Fund in force from time to time.

#### DISPUTES/ COMPLAINTS

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

 **Sign. X-** .....  
**Signature of Client**

## CHECKLIST OF ACCOUNT OPENING DOCUMENTS

Name of the Employee : \_\_\_\_\_

Employee Code : \_\_\_\_\_

Sr. No.	Particulars	Documents	1 <sup>st</sup> Holder	2 <sup>nd</sup> Holder	3 <sup>rd</sup> Holder	Remarks
<b>GENERAL</b>						
1	Photograph	Latest Passport size colour photograph of the holder(s) (Mandatory)				
2	PAN Card	Income Tax PAN Card (Mandatory- subject to certain exemptions*)				
<b>INDIVIDUAL</b>						
3	Proof of Identity	Unique Identification Number(UID) (Aadhar)				
		Income Tax PAN Card				
		Driving License (Validity should not be over)				
		Election Card				
		Passport (Validity should not be over)				
		Id (with photo) issued by any of the following : Central-State Govt. with its Departments / Statutory – Regulatory authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions, Colleges affiliated to Universities, Professional Bodies such as ICAT, ICWAI, ICSI, Bar Council etc. to their members, Credit Cards/ Debit cards issued by banks.				
		<b>In case of minor</b> : Photocopy of the school leaving certificate, Mark sheet issued by Higher Secondary Board, Passport / Birth Certificate				
4	Proof of Address	Driving license (Validity should not be over)				
		Election card				
		Passport (Validity should not be over)				
		Ration card				
		UID / AADHAR Letter				
		Registered Lease or Sale Agreement of residence				
		Insurance Copy / Flat Maintenance Bill				
		Utility bill like telephone bill / electricity bill /gas bill (Not more than 3 months old)				
		Bank account Passbook / Statement ( Not more than 3 months old)				
		Self Declaration by Supreme&High Court Judges in respect of their own account				
		Proof of address issued by bank managers of scheduled commercial banks/schedule co operative bank / multinational foreign banks / gazetted officer/notary public/elected representatives to the legislative assembly / parliament / documents issued by govt. or statutory authority				
		Identity card/Documents issued by any of the Institutions like central/state govt.,schedule commercial bank, public financial institution, public sector, colleges affiliated to universities professional bodies such as ICAI, ICWAI, ICSI, Bar council etc. to their members.				

## CHECKLIST OF ACCOUNT OPENING DOCUMENTS

Sr. No.	Particulars	Documents	1 <sup>st</sup> Holder	2 <sup>nd</sup> Holder	3 <sup>rd</sup> Holder	Remarks
5	Proof of Bank	Cancelled cheque leaf/Copy of cheque (with bank statement/passbook if cheque does not display the name of the holder)				
6	Proof of financial information (Any one for trading in derivatives segment )	Copy of ITR acknowledgement				
		Copy of annual accounts				
		Copy of form no.16 / Salary Slip in case of salary income				
		Networth Certificate				
		Salary Slip Last 6 Months				
		Bank account statement for last 6 months				
		Copy of demat account holding statement				
		Any other relevant documents substantiating ownership of assets				
		Self declaration along with relevant supporting				
<b>NRI</b>						
7	Address Proof	Indian and foreign address of client along with proof. Passport / PIO Card / OCI Card Copy of entire passport inclusive date of arrival stamp in india				
8	Proof of Bank	Cancelled cheque copy of NRE/NRO Bank account /(With bank statement/passbook if cheque does not display name of the holder)				

### **Please note :-**

- (1) We require three sets of documents. One for trading, one for demat & one for KRA.
- (2) All documents must be self certified and please bring original documents for verification.
- (3) Proof of address in the name of spouse may be accepted.
- (4) Sole proprietor must make the application in his individual name & capacity.

### **For NRI :-**

- (1) Non Residents and foreign nationals are allowed to trade subject to RBI and FEMA guidelines.
- (2) PIS Letter : Permission letter issued by RBI through an authorised bank to trade in secondary market.
- (3) For foreign entities , CIN is optional.
- (4) If you wish to appoint nominee for demat account, name, address and signature of witness is mandatory. One Passport size photograph of nominee & signature is required.

### **\* Exemption / 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 state of Sikkim.
3. UN entities / multilateral agencies exempt from paying taxes / filing tax returns in India.
4. SIP of mutual funds upto Rs.50000/- p.a.
5. In case of institutional clients namely FII, MFs, VCFs, FVCIs, Scheduled Commercial Banks, Multilateral and Bilateral Development Financial Institutions, State Industrial Development Corporations, Insurance Companies registered with IRDA and Public Financial Institutions 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.

### **List of people authorized to attest the documents: -**

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

## INSTRUCTIONS FOR FILLING FORM

### FOR TRADING & DEMAT A/C.

1. Please fill up the form in CAPITAL LETTERS.
2. Please write your full name as it appears in the PAN Card or write FULL NAME in the manner in which you require to open your account. Write FULL NAME of first holder's father / husband as the case may be.
3. Trading A/c will be opened & operated by single holder only. While demat account can be opened & operated by joint holder(s). Signature of all holder(s) are mandatory to open account.
4. Trading account cannot be opened in the name of minor. While demat account can be opened in the name of minor with the signature of guardian.
5. All the columns are to be filled by the client and no box or space is left blank. Please strike off the boxes or space, which are not applicable. Incomplete form is liable for rejection.
6. Please paste your latest passport size colored photograph in the space provided & sign across it. While in demat, photograph of all holder(s) are required with sign across it.
7. Please paste your passport size photograph of the nominee and guardian of nominee (if any) with duly signed across it for demat account.
8. All details in KYC should be filled completely. Telephone number, pin code, e mail id, existing bank account, demat account, trading account, PAN Number, financial details, mailing preferences etc. should be filled properly.
9. Please provide full address with relevant permanent address proof of first holder and the same for the subsequent holders for demat account. If correspondence and permanent address is different, kindly provide correspondence address proof also. Pincode is mandatory for all.
10. Please note that the proof of address in the name of spouse can be accepted.
11. Please mention your bank name, address, account number and MICR code as given by bank. MICR is 9 digit code given on the MICR-band at the bottom of the cheque after 6 digit cheque number.
12. Please provide photocopy of client master of each of your existing depository account if not with Shah Investor's Home Ltd.
13. As per SEBI Circular, the Aadhaar Letter issued by UIDAI shall be admissible as Proof of Address in addition to its presently being recognized as Proof of Identity.
14. Please ensure to sign on all the locations specified on the form. Form should be liable for rejection if signature on the form & the proof provided differs. In such cases the client has to get his signature verified by the banker.
15. Standing instructions should always be "YES" as it is only permission for automatic credit of shares purchased by you in your demat account from secondary market.
16. In case of minor's account, guardian's PAN must be given. For opening a demat account, photocopy of the school leaving certificate / marksheet issued by higher secondary board / passport of minor / birth certificate must be provided.
17. Minor's account can not be opened with joint holders. Please provide copy of notarised birth certificate of minor along with other details. Where sole holder is a minor, a full detail along with relationship of guardian is to be given. When minor turned major, it will be responsibility of guardian to close minor account and to open new account in the name of individual.
18. In case of NRI, Power of Attorney (Auto Payin) must be notarized if client is sending from foreign country.
19. Please mention full name of nominee, address and relationship with the holder for trading and demat account. If nominee is a minor, date of birth and guardian address and contact details of a nominee is required. Demat a/c holder of the said a/c cannot be a guardian. There is no facility for a nomination in case of HUF account. Power of attorney holder can not be a nominee.
20. Signature of two witnesses is required where a nomination has been made. Obtain signature of any two person, along with their full name and address.

#### Please Note :

1. Account holder(s) must sign, if there is any cancellation / corrections in the form. Please note that the form with too many corrections or changes in the name / signature is liable for rejection. Any changes / corrections in signature in power of attorney is not allowed.
2. All the documents must be self attested by client.
3. All the documents required is as per guidelines of NSE/BSE/MCX-SX/NSDL/CDSL/SEBI.
4. Acheque/ DD of Rs .....drawn in favor of "Shah Investor's Home Ltd" (If you are applying for on line account and residing outside Ahmedabad, you are requested to send DD payable in Ahmedabad.)
5. There could be some update/revision/changes in the documentation process while/when you submit the registration kit. Kindly contact us or our branch/business associates for the update.



**Signature**



**1st Holder Signature**



**2nd Holder Signature**



**3rd Holder Signature**



**PAN No.**



**Address**



**E-mail**

**For Further Information, you may call on : 079-41072222**

## INDEX OF DOCUMENTS

### **MANDATORY DOCUMENTS AS PRESCIBED BY SEBI & EXCHANGES**

Sr. No.	Name of the document and brief significance of the same	Page No.
1	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).	i - iv
2	Risk Disclosure Document Document detailing risks associated with dealing in the securities market.	v- vii
3	Guidance note Document detailing do's and don'ts for trading on exchange, for the education of the investors.	viii- viii
4	Know Your Client Form – Trading Account Form for providing basic details- information of the individual client to the member	1 - 4
5	Tariff Sheet Document detailing the rate / amount of brokerage and other charges levied on the client for trading on the stock exchange (s).	5 - 5
6	Policies and Procedures Document describing significant policies and procedures of the stock broker	6 - 10
7	Know Your Client Form – Demat Account Form for providing basic details- information to the depository participant	19 - 24
8	Rights and Obligations Document stating the Rights & Obligations of Beneficial Owner and Depository Participant as prescribed by SEBI & Depositories	I - ii

### **VOLUNTARY DOCUMENTS AS PROVIDED BY THE STOCK BROKER**

Sr. No.	Name of the document and brief significance of the same	Page No.
1	Standing Instructions Confirmation / consent from the client for smooth operation of the account.	11 - 14
2	Declaration Declaration from client regarding awareness of rules, registration and guidelines issued by authorities from time to time for trading in capital market.	15 - 16
3	Power of Attorney Agreement between client and member to meet settlement obligation & margin money	25 - 26

I have fully understood the difference and details regarding the non-mandatory/voluntary documents and do hereby enter and sign the same and agree not to call into question the validity, enforce ability and applicability of any voluntary/optional agreement(s)/documents(s) or clauses within any voluntary/optional agreement(s)/ documents(s) under any circumstances whatsoever.

For any grievance/dispute please contact Shah Investor's Home Ltd. at the above address or email id- [helpdesk@sihl.in](mailto:helpdesk@sihl.in) / [investors@sihl.in](mailto:investors@sihl.in) and Phone no. 91-079-30025325. In case not satisfied with the response, please contact National Stock Exchange of India Ltd. at [ignse@nse.co.in](mailto:ignse@nse.co.in) and phone no. 91-022-26598100 – 8114, Bombay Stock Exchange Ltd. at [is@bseindia.com](mailto:is@bseindia.com) and phone No. 91-022-22728097 and MCX Stock Exchange Ltd. at [investorcomplaints@mcx-sx.com](mailto:investorcomplaints@mcx-sx.com) and phone No. 91-022-67318933/9000

 Sign. X- 1 .....

**Signature of Client**

## Client Registration Procedure for Trading

ISO 9001:2008 Certified



Name of the Branch : \_\_\_\_\_

FORM NO. : \_\_\_\_\_ CLIENT ID : \_\_\_\_\_ TRADING CODE : \_\_\_\_\_

### Trading Registration

Sr. No.	Particular	Owner	Date & Signature
1	Client registration form KYC done	Branch	
2	Client registration data entered in Back Office and forms sent to HO	Branch	
3	Registration form received at HO	HO Registration	
4	Registration forms sent to KYC department	HO Registration	
5	KYC checked	HO KYC	
6	KYC Rejected, reason noted and branch informed	HO KYC	
7	Registration document sent for corrections in Branch / New documents requested from branch (details of Document)	HO KYC	
8	Documents received at Branch	Branch	
9	Correction of registration form and / or documents done, KYC checked at Branch	Branch	
10	Updated registration form and / or documents sent to HO	Branch	
11	Updated form and / or documents received at HO	HO Registration	
12	Registration forms sent to KYC department	HO Registration	
13	KYC checked	HO KYC	
14	KYC Approved and activation done in Back-Office	HO KYC	
15	End of the day UCC file uploaded and response communicated to HO KYC Department	HO UCC	
16	UCC response file received, uploaded to Back-office	HO UCC	
17	User created in CTCL and mapped into respected terminals	HO / Branch UCC	
18	Inform <b>branch</b> after Trading activation via phone call	HO Activation	
19	Welcome letter generated and dispatched to the client	HO Dispatch	
20	Form and attached documents scanned and sent for filing	HO Filing	

**This page Left Blank Intentionally**

## INDIVIDUAL CONSTITUTE REGISTRATION FORM

ISO 9001:2008 Certified



Smart Investing ...made easy

(The information is the sole property of the Trading member & brokerage house and would not be disclosed to anyone unless required by law or except with the express permission of clients)

Name of the Compliance Officer : Preeti Shah,

E mail id : preeti.shah@sihl.in

CEO Name : Upendra T. Shah,

E mail id : upendra.shah@sihl.in

Phone No. : 079-41072222

Form No.		Trading Code	
----------	--	--------------	--

CRM No.		CC ID No.	
---------	--	-----------	--

SHAH INVESTOR'S HOME LTD.

Regd. OFFICE / CORRESPONDANCE OFFICE

"SIHL HOUSE", Opp. Ambawadi Jain Temple,

Nehrunagar Cross Road, Ahmedabad-380 015.

Phone : +91 79 4107 2222 | Fax : +91 79 3002 8028

Website : www.sihl.in | E-mail : helpdesk@sihl.in

Trading &amp; Clearing Member Details :

SEBI Reg No. (NSE-CM) : INB 230759031

(NSE-F&amp;O) : INF 230759031 (NSE-CD) : INF 230759031

(BSE-CM) : INB 010759034 (BSE-F&amp;O) : INF 010759034

(MCX-SX-CM) : INB 260759031

(MCX-SX-F&amp;O) : INF 260759031

TM Code : NSE : 07590 BSE : 0943 MCX - SX - 1010

CM Code : NSE : M-50457 BSE : 0943 MCX-SX-CM-1010,FO-10

SECURITIES TRADING A/C.

For Offline Trading

For Internet Trading

Name of the Client : \_\_\_\_\_

(Name)

(Middle Name)

(Surname)

Name of Father/Spouse : \_\_\_\_\_

Sex : ☐ M ☐ F Marital Status : ☐ Married ☐ Single

(Tick whichever is applicable)

Date of Birth : 

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

 Age : Years \_\_\_\_\_

Nationality \_\_\_\_\_ Tele. (R) \_\_\_\_\_

Address for Correspondence : \_\_\_\_\_

Pin Code \_\_\_\_\_

City/Town/Village \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_

(O) \_\_\_\_\_ (M) \_\_\_\_\_ Fax No. \_\_\_\_\_

Specify the proof of address submitted for correspondence address : \_\_\_\_\_

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

(If different from above or overseas address, mandatory for Non-Resident Applicant)

Pin Code \_\_\_\_\_

City/Town/Village \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_

Tele. (R) \_\_\_\_\_ (O) \_\_\_\_\_ (M) \_\_\_\_\_ Fax No. \_\_\_\_\_

Specify the proof of address submitted for permanent address : \_\_\_\_\_

Status : Resi. Individual/Non Resi./Foreign National \_\_\_\_\_

Incase of NRI client pls. provide PIS No. \_\_\_\_\_ RBI Approval Date 

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

E-mail \_\_\_\_\_ PAN 

--	--	--	--	--	--	--	--	--	--

Unique Identification No. ( UID / AADHAR If any) 

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Sign. X- 3 \_\_\_\_\_

Signature of Client

Sign. X-2 \_\_\_\_\_  
Signature of Client

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

**Signature**

## BANK DETAILS

(Through which transactions will generally be routed. If multiple account will be used, provide details of all) :

Sr. No.	1	2	3
Bank Name			
Bank Branch Address			
Account No.			
Account Type (Savings/Current/NRE/NRO/NRI)			
MICR Code			
IFSC Code			

(Copy of a cancelled Cheque leaf/pass book/bank statement containing name of the constituent, MICR Code, IFSC Code of the bank should be submitted)

Receipt of fund from sell of securities (Tick whichever is applicable) : ☐ Cheque ☐ ECS

## DEPOSITORY DETAILS

(Through which transactions will generally be routed. If multiple account will be used, provide details of all) :

Sr. No.	Depository Participant Name	Depository Name (NSDL / CDSL)	Beneficiary Name	DP ID	BO ID
1					
2					

## OCCUPATION DETAILS (Tick whichever is applicable)

☐ Private Sector  
 ☐ Public Sector  
 ☐ Government Service  
 ☐ Business  
 ☐ Professional  
☐ Agriculturist  
 ☐ Retired  
 ☐ House Wife  
 ☐ Student  
 ☐ Others \_\_\_\_\_

## GROSS ANNUAL INCOME DETAILS (Please Specify)

Income Range (Per Annum) ☐ Below Rs. 1,00,000  
 ☐ Rs. 1,00,000 to Rs. 5,00,000  
 (Tick where applicable)  
 ☐ Rs. 5,00,000 to Rs. 10,00,000  
 ☐ Rs. 10,00,000 to Rs. 25,00,000  
☐ Above Rs. 25,00,000  
 OR

Net Worth as on (Date) \_\_\_\_\_ Rs. \_\_\_\_\_ (Net worth Should not be older than 1year)

Investment / Trading Experience : \_\_\_\_\_ No Prior Experience \_\_\_\_\_ Years in Stocks  
 \_\_\_\_\_ Years in Derivatives \_\_\_\_\_ Years in Other investment related fields

Settlement of Client Account (Tick whichever is applicable) : ☐ Once a Month ☐ Once a Quarter

Purpose and Intended Nature of the Business Relationship : \_\_\_\_\_

## STOCK EXCHANGES AND SEGMENTS YOU WISH TO TRADE (Please sign in front of the segment you wish to trade)

	Cash	FO	CD
NSE	<input checked="" type="checkbox"/> Sign. X-.....	<input checked="" type="checkbox"/> Sign. X-.....	<input checked="" type="checkbox"/> Sign. X-.....
BSE	<input checked="" type="checkbox"/> Sign. X-.....	<input checked="" type="checkbox"/> Sign. X-.....	<input checked="" type="checkbox"/> Sign. X-.....
MCX-SX	<input checked="" type="checkbox"/> Sign. X-.....	<input checked="" type="checkbox"/> Sign. X-.....	..... N.A. ....

Other Please Specify: \_\_\_\_\_

I / We am /are aware that if I / We wish to trade on the segment / exchanges in addition to the signed above, I / We am /are required to submit an authorization letter separately for trading in the new segment / exchange as per the format prescribed by SIHL.

☒ Sign. X- 4 .....

Signature of Client

☒ Sign. X- .....

## WHETHER REGISTERED WITH ANY OTHER BROKER-MEMBER

(if registered with multiple members, provide details of all)

Name of Broker :	
Name of Exchange :	Client Code (as given by the other brokers) :
Details of disputes / dues pending from / to such stock broker / sub broker _____	

### ACTIONS TAKEN BY SEBI / ANY OTHER AUTHORITY.

Details of any action/ proceedings initiated/pending/ taken by SEBI/Stock Exchange/any other authority against the applicant/ constituent for dealing in securities during the last 3 years	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, mention the details :
---	--	-------------------------------

### OTHER DETAILS

☐ Politically Exposed Person    
 ☐ Related to a Politically Exposed Person    
 ☐ None of this  
☐ Applicable under FATCA Act\*    
 ☐ Not Applicable under FATCA Act

If yes, then fill up the Additional form.

B\* FATCA - The Foreign Account Tax Compliance Act is a United States federal law requiring United States persons(including those living outside the U.S.A.) to have yearly reported themselves and their non-U.S.financial accounts to the Financial Crimes Enforcement Network (FINCEN).

Kindly refer Notification No.62/2015 dated 7th August 2015 issued by the Central Board of Direct Taxes.

### ADDITIONAL DETAILS

Whether you wish to receive physical contract note or Electronic Contract Note (Specify) : ☐ Yes ☐ No  
 Specify your E mail id (if applicable) \_\_\_\_\_  
 Whether you wish to avail of the facility of internet trading/wireless technology (Specify) : ☐ Yes ☐ No

### IDENTITY OF INTRODUCER (OPTIONAL) / SUB BROKER / AUTHORISED PERSON

Client code if introduced by client : \_\_\_\_\_  
 Employee code if introduced by employee : \_\_\_\_\_  
 Subbroker / Authorised Person code if introduced by Subbroker / Authorised Person \_\_\_\_\_  
 Subbroker's / Authorised Person Name : \_\_\_\_\_  
 Subbroker's Authorised Person 'S Sign. ☒ X \_\_\_\_\_  
 SEBI / AP Registration Number : NSE : \_\_\_\_\_ BSE : \_\_\_\_\_  
 Registered Office Address : \_\_\_\_\_  
 Ph No. \_\_\_\_\_ Fax No. \_\_\_\_\_ Website \_\_\_\_\_

### NOMINATION DETAILS (For Individuals only)

☐ I/ we wish to nominate    
 ☐ I/we do not wish to nominate

Name of the Nominee : \_\_\_\_\_

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

Ph No. \_\_\_\_\_ (M) \_\_\_\_\_

Relationship with the Applicant : \_\_\_\_\_

Signature of Nominee \_\_\_\_\_

PAN of Nominee

Date of Birth of Nominee

**PHOTOGRAPH  
of the Nominee.**  
(Please paste passport  
size photograph and  
sign across it)

Sign. X \_\_\_\_\_  
Signature of Nominee

**Signature**

Sign. X- 5 \_\_\_\_\_

**Signature of Client**

## IF NOMINEE IS A MINOR, DETAILS OF GUARDIAN

Name of the guardian : \_\_\_\_\_

Address of the guardian  \_\_\_\_\_

Ph. No. \_\_\_\_\_ Fax No. \_\_\_\_\_ (M) \_\_\_\_\_

Relationship With the Nominee : \_\_\_\_\_

 **Sign. X** \_\_\_\_\_

**Signature of Guardian**

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

(1) Name of Witness : \_\_\_\_\_ Address of Witness : \_\_\_\_\_

 **Sign. X** \_\_\_\_\_

**Signature of Witness**

(2) Name of Witness : \_\_\_\_\_ Address of Witness : \_\_\_\_\_

 **Sign. X** \_\_\_\_\_

**Signature of Witness**

### DECLARATION

1. I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief and I undertake to inform you of any changes therein, immediately. In case of the above information is found to be false or untrue or misleading or misrepresenting, I am aware that I may be held liable for it.
2. I confirm having read / been explained and understood the contents of the document on policy & procedures of the stock broker and the tariff sheet.
3. I further confirm having read and understood the contents of the Rights and Obligation documents(s), Risk Disclosure Document. I do hereby agree to be bound by such provisions as outlined in these documents. I have also been informed that the standard set of documents has been displayed for information on stock broker's designated website, if any.
4. I / We prefer to receive standard documents like
  - a. Rights & Obligations of stock broker, sub-broker and client for trading on exchanges (including additional rights & obligations in case of internet/ wireless technology based trading);
  - b. Uniform Risk Disclosure Documents (for all segments/ exchanges); and
  - c. Guidance Note detailing Do's and Don'ts for trading on stock exchanges.

☐ In Physical Form ☐ In Electronic Form

5. Mobile No. / E mail Id Declaration :

- a. I / We hereby declare that the aforesaid mobile number or e mail id belongs to \_\_\_\_\_ me/ us \_\_\_\_\_ my family (spouse, dependent children and dependent parents) \_\_\_\_\_ Other relation. Please specify relation : \_\_\_\_\_
- b. I / We understand that I / We will get the details of my / our account transaction on the above mobile number in form of SMS and I will get the contract note cum bill on e mail id provided by me / us. I do not have any objection to receive the SMS and e mail on my declared mobile number / email id for the transaction pertaining to my account.

6. In case of non submission of mobile no. / E mail id :

I do not have any mobile number. I understand that If I provide my mobile number, i will get SMS for the details pertaining to my transaction / trades on my personal mobile number.

I do not have any e mail id. I understand that If i provide my e mail id, I will get contract note cum bill through e mail for my account transaction on the given e mail id.

☐


 **Sign. X- 6** \_\_\_\_\_

**Signature of Client**

Place : \_\_\_\_\_ Date

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

**PHOTOGRAPH**  
of the Guardian.  
(Please paste passport  
size photograph and  
sign across it)

 **Sign. X** \_\_\_\_\_  
Signature of Guardian

**Signature**

**IN-PERSON VERIFICATION - SHAH INVESTOR'S HOME LTD (FOR OFFICE USE ONLY)**Application Received On 

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

☐ H. O. ☐ Branch

UCC Code allotted to the client : \_\_\_\_\_

BO Id : \_\_\_\_\_

	Documents verified with Originals	Client Interviewed By	In Person Verification Done By
Name of the Employee			
Employee Code			
Designation of the employee			
Date			
Signature			

We undertake that we have made the client aware of 'Policy and Procedures', tariff sheet and all the non mandatory documents. We have also made the client aware of 'Rights and Obligations' document(s), RDD and Guidance Note. We have given him/her a copy of all the KYC documents. We undertake that any change in the 'Policy and Procedures', tariff sheet and all the non mandatory documents would be duly intimated to the clients. We also undertake that any change in the 'Rights and Obligations' and RDD would be made available on my/ our website, if any for the information of the clients.

 **Sign. X-** .....  
**Signature of Authorised Signatory**

**Place :** \_\_\_\_\_**Date :** \_\_\_\_\_

This page Left Blank Intentionally

# TARIFF SHEET (MANDATORY)

ISO 9001:2008 Certified



Smart Investing ...made easy

**Regd. Office :** "SIHL HOUSE", Opp. Ambawadi Jain Temple,  
Nehrunagar Cross Road, Ahmedabad-380 015.  
Phone : +91 79 4107 2222 | Fax : +91 79 3002 8028  
Website : www.sihl.in | E-mail : helpdesk@sihl.in

**Name of the Client :** \_\_\_\_\_  
(Name) (Middle Name) (Surname)

**Client Code :** \_\_\_\_\_

**Name of the branch / subbroker / authorised person :** \_\_\_\_\_

**Code of branch / subbroker / authorised person:** \_\_\_\_\_

Cash Segment	%	Minimum	One Side	Round Up / None
Trading				
Delivery				

Future & Option Segment	%	Minimum	One Side	Round Up / None
Future				
Option				

Currency Derivatives Segment	%	Minimum	One Side	Round Up / None
Future				
Option				

\* Note: Stamp Duty, Security Transaction Tax, Service Tax, Transaction Charges and other charges as applicable.

**Checked by** **Sign. X-** .....  
**Signature of Authorised Person**

**Verified by** **Sign. X-** .....  
**Signature of Authorised Person**

**Name of Authorised Person :** \_\_\_\_\_

**Signature of Authorised Person :** **Sign. X-** .....  
**Signature of Authorised Person**

**Sign. X- 7** .....  
**Signature of Client**

**Date :** \_\_\_\_\_ **Place :** \_\_\_\_\_

**1. Refusal of orders for penny /illiquid stock**

The stock broker may from time to time limit (quantity/ value) / refuse orders in one or more securities due to various reasons including market liquidity, value of security(ies), the order being for securities which are not in the permitted list of the stock broker / exchange(s) / SEBI. Stock broker may require compulsory settlement / advance payment of expected settlement value/ delivery of securities for settlement prior to acceptance / placement of order(s) as well. The client agrees that the losses, if any on account of such refusal or due to delay caused by such limits, shall be borne exclusively by the client.

The stock broker may require reconfirmation of orders, which are larger than that specified by the stock broker's risk management, and has the discretion to reject the execution of such orders based on its risk perception.

**2. Setting up client's exposure limits and conditions under which a client may not be allowed to take further position or the broker may close the existing position of a client.**

The stock broker may from time to time impose and vary limits on the orders that the client can place through the stock broker's trading system (including exposure limits, turnover limits, limits as to the number, value and/or kind of securities in respect of which orders can be placed etc.). The client is aware and agrees that the stock broker may need to vary or reduce the limits or impose new limits urgently on the basis of the stock broker's risk perception and other factors considered relevant by the stock broker including but not limited to limits on account of exchange/ SEBI directions (such as broker level/ market level limits in security specific / volume specific exposures etc.) , and the stock broker may be unable to inform the client of such variation, reduction or imposition in advance. The client agrees that the stock broker shall not be responsible for such variation, reduction or imposition or the client's inability to route any order through the stock broker's trading system on account of any such variation, reduction or imposition of limits. The client further agrees that the stock broker may at any time, at its sole discretion and without prior notice, prohibit or restrict the client's ability to place orders or trade in securities through the stock broker, or it may subject any order placed by the client to a review before its entry into the trading systems and may refuse to execute / allow execution of orders due to but not limited to the reason of lack of margin / securities or the order being outside the limits set by stock broker / exchange/ SEBI and any other reasons which the stock broker may deem appropriate in the circumstances. The client agrees that the losses, if any on account of such refusal or due to delay caused by such review, shall be borne exclusively by the client alone.

The stock broker is required only to communicate / advise the parameters for the calculation of the margin / security requirements as rate(s) / percentage(s) of the dealings, through any one or more means or methods such as post / speed post / courier / registered post / registered A.D / facsimile / telegram / cable / e-mail / voice mails / telephone (telephone includes such devices as mobile phones etc.) including SMS on the mobile phone or any other similar device; by messaging on the computer screen of the client's computer; by informing the client through employees / agents of the stock broker; by publishing / displaying it on the website of the stock broker / making it available as a download from the website of the stock broker; by displaying it on the notice board of the branch / office through which the client trades or if the circumstances, so require, by radio broadcast / television broadcast / newspapers advertisements etc; or any other suitable or applicable mode or manner. The client agrees that the postal department / the courier company / newspaper company and the e-mail / voice mail service provider and such other service providers shall be the agent of the client and the delivery shall be complete when communication is given to the postal department / the courier company / the e-mail /voice mail service provider, etc, by the stock broker and the client "agrees never to challenge the same on any grounds including delayed receipt / non receipt or any other reasons whatsoever and once parameters for margin / security requirements are so communicated, the client shall monitor his / her / its position (dealings / trades and valuation of security) on his / her / its own and provide the required / deficit margin / security forthwith as required from time to time

 **Sign. X- 8 .....**

**Signature of Client**

whether or not any margin call or such other separate communication to that effect is sent by the stock broker 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 / security and that it shall be his / her / its responsibility to ascertain beforehand the margin / security requirements for his / her / its orders / trades / deals and to ensure that the required margin / security is made available to the stock broker in such form and manner as may be required by the stock broker. If the client's order is executed despite a shortfall in the available margin, the client, shall, whether or not the stock broker intimates such shortfall in the margin to the client, make up the shortfall suo moto immediately. The client further agrees that he /she /it shall be responsible for all orders (including any orders that may be executed without the required margin in the client's account) & / or any claim / loss/ damage arising out of the non availability /shortage of margin /security required by the stock brokers / exchange / SEBI.

The stock broker is entitled to vary the form (i.e., the replacement of the margin / security in one form with the margin / security in any other form, say, in the form of money instead of shares) & / or quantum & / or percentage of the margin & / or security required to be deposited / made available, from time to time. The margin / security deposited by the client with the stock broker are not eligible for any interest.

The stock broker is entitled to include / appropriate any / all pay out of funds & / or securities towards margin / security without requiring specific authorizations for each payout.

The stock broker is entitled to disable / freeze the client account & / or trading facility / any other service facility, if, in the opinion of the stock broker, the client has committed a crime /fraud or has acted in contradiction of this agreement and / or is likely to evade / violate any laws, rules, regulations, directions of a lawful authority whether Indian or foreign or if the stock broker so apprehends.

### **3. Applicable brokerage rate**

The stock broker is entitled to charge brokerage within the limits imposed by exchange which at present is as under :

- (I) For Capital Market and Future Segment : The maximum brokerage chargeable in relation to trades effected in the securities admitted to dealings on the Capital Market and future segment of the Exchange shall be 2.5 % of the contract price exclusive of statutory levies.

It is hereby further clarified that in capital market where the sale / purchase value of a share is Rs.10/- or less, a maximum brokerage of 25 paise per share may be collected.

- (ii) For Option contracts: Brokerage for option contracts shall be charged on the premium amount at which the option contract was bought or sold and not on the strike price of the option contract.

It is hereby further clarified that brokerage on options contracts shall not exceed 2.5% of the premium amount or Rs. 100/- (per lot) whichever is higher.

### **4. Imposition of penalty / delayed payment charges**

The client agrees that any amounts which are overdue from the client towards trading or on account of any other reason to the stock broker will be charged with delayed payment charges at such rates as may be determined by the stock broker.

The client agrees that the stock broker may impose fines / penalties for any orders / trades / deals / actions of the client which are contrary to this agreement / rules / regulations / bye laws of the exchange or any other law for the time being in force , at such rates and in such form as it may deem fit. Further where the stock broker has to pay any fine or bear any punishment from any authority in connection with / as a consequence of / in relation to any of the orders / trades / deals / actions of the client, the same shall be borne by the client.

The client agrees to pay to the stock broker brokerage, commission, fees, all taxes, duties, levies imposed by any authority including but not limited to the stock exchanges (including any amount due on account of reassessment / backlogs etc.), transaction expenses, incidental expenses such as postage, courier etc. as they apply from time to time to the client's account / transactions / services that the client avails from the stock broker.

 **Sign. X- 9 .....**  
**Signature of Client**

**5. The right to sell clients' securities or close clients' positions, without giving notice to the client, on account of non-payment of client's dues to the extent of settlement / Margin obligation.**

The stock broker maintains centralized banking and securities handling processes and related banking and depository accounts at designated place. The client shall ensure timely availability of funds/securities in designated form and manner at designated time and in designated bank and depository account(s) at designated place, for meeting his/her/its pay in obligation of funds and securities. The stock broker shall not be responsible for any claim/loss/damage arising out of non availability/short availability of funds/securities by the client in the designated account(s) of the stock broker 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 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 stock broker level / non release of margin by the stock broker 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 client agrees not to hold the stock broker 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 stock broker shall be at liberty to give the benefit / credit for the same only on the realization of the funds from the said bank instrument etc. at the absolute discretion of the stock broker.

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

The stock broker has the right but not the obligation, to cancel all pending orders and to sell/close/liquidate all open positions/ securities/ shares at the pre-defined square off time or when Mark to Market (M-T-M) percentage reaches or crosses stipulated margin percentage, whichever is earlier. The stock broker will have sole discretion to decide referred stipulated margin percentage depending upon the market condition. In the event of such square off, the client agrees to bear all the losses based on actual executed prices. In case open position (i.e. short/long) gets converted into delivery due to non square off because of any reason whatsoever, the client agrees to provide securities/funds to fulfill the payin obligation failing which the client will have to face auctions or internal close outs; in addition to this the client will have to pay penalties and charges levied by exchange in actual and losses, if any. Without prejudice to the foregoing, the client shall also be solely liable for all and any penalties and charges levied by the exchange(s).

The stock broker is entitled to prescribe the date and time by which the margin / security is to be made available and the stock broker may refuse to accept any payments in any form after such deadline for margin / security expires.

Notwithstanding anything to the contrary in the agreement or elsewhere, if the client fails to maintain or provide the required margin/fund/ security or to meet the funds/margins/ securities pay in obligations for the orders / trades / deals of the client within the prescribed time and form, the stock broker shall have the right without any further notice or communication to the client to take any one or more of the following steps.

- (i) To withhold any payout of funds / securities.
- (ii) To withhold / disable the trading / dealing facility to the client.
- (iii) To liquidate one or more security(s) of the client by selling the same in such manner and at such rate which the stock broker may deem fit in its absolute discretion. It is agreed and understood by the client that securities here includes securities which are pending delivery / receipt.
- (iv) To liquidate / square off partially or fully the position of sale & / or purchase in any one or more securities / contracts in such manner and at such rate which the stock broker may decide in its absolute discretion.
- (v) To take any other steps which in the given circumstances, the stock broker may deem fit.

 **Sign. X- 10**.....

**Signature of Client**

The client agrees that the loss(es) if any, on account of any one or more steps as enumerated herein above being taken by the stock broker, shall be borne exclusively by the client alone and agrees not to question the reasonableness, requirements, timing, manner, form, pricing etc., which are chosen by the stock broker.

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

Stock broker 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 stock broker 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 :

- (i) The short delivering client is debited by an amount equivalent to 20% above of closing rate of day prior to Pay-in/Payout Day. The securities delivered short are purchased from market on T+3 day which is the Auction Day on Exchange, and the purchase consideration (inclusive of all statutory taxes & levies) is debited to the short delivering seller client along with reversal entry of provisional amount debited earlier.
- (ii) If securities cannot be purchased from market due to any force majeure condition, the short delivering seller is debited at the closing rate on T+3 day or Auction day on Exchange +10%. Where the delivery is matched partially or fully at the Exchange Clearing, the delivery and debits/credits shall be as per Exchange Debits and Credits.
- (iii) In cases of securities having corporate actions all cases of short delivery of cum transactions which can not be auctioned on cum basis or where the cum basis auction payout is after the book closure / record date, would be compulsory closed out at higher of 10% above the official closing price on the auction day or the highest traded price from first trading day of the settlement till the auction day.

**7. Temporarily suspending or closing a client's account at the client's request**

- (i) The client may request the stock broker to temporarily suspend his account, stock broker may do so subject to client accepting / adhering to conditions imposed by stock broker including but not limited to settlement of account and/ or other obligation.
- (ii) The stock broker can with hold the payouts of client and suspend his trading account due to his surveillance action or judicial or / and regulatory order/action requiring client suspension.

**8. De-registering a client**

Notwithstanding anything to the contrary stated in the agreement, the stock broker shall be entitled to terminate the agreement with immediate effect in any of the following circumstances :

- (i) If the action 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.
- (ii) If any adverse action such as enquiry, adjudication, suspension, cancellation prosecution, debarring from capital market is / was initiated / pending / completed against him by SEBI/ Exchange or any other regulatory or government authority at any point of time to trade in capital market, either in past or at present;
- (iii) The agreement can be terminated at the discretion of SIHL after giving prior notice of 30 days by registered AD or courier;
- (iv) If a receiver, administrator or liquidator has been appointed or allowed to be appointed of all or any part of the undertaking of the Client;
- (v) If the Client has voluntarily or compulsory become the subject of proceedings under any bankruptcy or insolvency law or being a company, goes into liquidation or has a receiver appointed in respect of its assets or refers itself to the Board for Industrial and Financial Reconstruction or under any other law providing protection as a relief undertaking;
- (vi) If the Client being a partnership firm, has any steps taken by the Client and/ or its partners for dissolution of the partnership;
- (vii) If the Client have taken or suffered to be taken any action for its reorganization, liquidation or dissolution;

 **Sign. X- 11** .....

**Signature of Client**

- (viii) If the Client has made any material misrepresentation of facts, including (without limitation) in relation to the Security;
- (ix) 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.
- (x) If the Client suffers any adverse material change in his / her/ its financial position or defaults in any other agreement with the Stock broker
- (xi) If the Client is in breach of any term condition or covenant of this Agreement;
- (xii) If any covenant or warranty of the Client is incorrect or untrue in any material respect;

However notwithstanding any termination of the agreement, all transactions made under/ pursuant to this agreement shall be subject to all the terms and conditions of this agreement and parties to this agreement submit to exclusive jurisdiction of courts of law at the place of execution of this agreement by Stock Broker.

## 9. Policy for Dormant/In-active account :

In any account, in which no transactions has taken place during the period of 12 months from the date of last transaction, the same shall be considered as Dormant/In-active. Such transaction date may relate to any of the following date, whichever is later.

- (a) Entry related to contract or bill generation for buy/sell transaction or
- (b) Entry related to payment of funds to securities by clients or
- (C) Entry passed by the broker by way of JV due to any penalty amount whether or not imposed by Exchange or SEBI or other authorities etc.

To designate the client's account as Dormant/In-active account, the period of 12 months shall be counted from the last day of respective month in which any of the aforesaid last transaction took place. In case Broker treats the account of client as the dormant/in-active account the funds or securities lying with the broker shall be refunded/returned to clients immediately on demand by the client. In order to reactive the account, client needs to instruct the Broker in writing atleast 2 days in advance at its Ahmedabad R. O. The Broker will try to promptly reactivate the said account subject to fulfillment of such conditions as broker may consider fit and proper. Such written request may also be sent by way of Fax on 079-3002 8028 / 079-3002 9029 to Mr. Rajesh Punjabi / Mr. Jayesh Pittaliya (Trading Account Dept. / demat account) or by email [rajesh.punjabi@sihl.in](mailto:rajesh.punjabi@sihl.in)/[jayesh.pittaliya@sihl.in](mailto:jayesh.pittaliya@sihl.in) to Broker. However, Broker may, in its own discretion to waive/reduce the period of 2 days as the circumstances may warrant on case to case basis.

## Client Acceptance of Policies and Procedures stated herein above:

I have fully understood the same and do hereby sign the same and agree not to call into question the validity enforce ability and applicability of any provisions clauses this document any circumstances what so ever. These Policies and Procedures may be amended / changed unilaterally by the broker, provided the change is informed to me with through any one or more means or such as post / speed post / courier registered post / registered A.D / facsimile / telegram / cable / e-mail / telephone (telephone includes such devices as mobile phones etc.) including SMS on the mobile phone or any other similar device; by messaging on the computer screen of the client's computer, by informing the client through employees / agents of the stock broker by publishing / displaying it on the website of the stock broker / making it available as a download from the web side of the stock broker; by displaying it on the notice board of the branch / office through which the client traders or if the circumstances, so require, by radio broadcast / television broadcast / newspapers advertisements etc. or any other suitable or applicative mode or manage that the postal department/the courier, news paper company and the e-mail / voice mail service provider and such other service provider shall be my agent and the delivery shall be completed when communication is given to the postal department / the courier company / the e-mail / voice mail service provider, etc. by the stock broker and I agree never to challenge the same on any grounds including delayed receipt / non receipt or any other reasons whatsoever. These policies and procedures shall always be read along with the agreement and shall be compulsorily referred to while deciding any dispute / difference or claim between me and stock broker before any court of law / judicial/ adjudicating authority including arbitrator/ mediator etc.

 Sign. X- 12 .....

Signature of Client

**CONSENT(s) FOR SMOOTH OPERATIONAL CONVENIENCE**

This document is purely voluntary and all/any part thereof can be deleted before signing. The same can also be revoked by you at any time after execution by sending your written request to do so. If you are not agreeing then please don't sign.

To,

**SHAH INVESTOR'S HOME LTD.**

**"SIHL HOUSE"**, Opp. Ambawadi Jain Temple,  
Nehrunagar Cross Road, Ahmedabad-380 015.

**Phone : 079 - 4107 2222**

**Member:** National Stock Exchange of India Ltd. (NSE) Bombay Stock Exchange Ltd. (BSE), MCX Stock Exchange Ltd. (MCX-SX)

**Dear Sir,**

I hereby declare that I am a regular investor in the stock markets in India. I am conversant with the laws, practices, rules, regulations, guidelines, circulars, etc. prescribed by the Securities and Exchange Board of India (SEBI) and National Stock Exchange of India Limited (NSE), Bombay Stock Exchange Limited (BSE) and MCX Stock Exchange Ltd. (MCX-SX) I hereby further declare that I am holding the shares in my demat account no. \_\_\_\_\_ with you. I request you to kindly register me with you as your client on **NSE CM/ NSE F&O/ NSE CD/ BSE CM / BSE F&O / MCX - SX CM / MCX -SX F&O .** Accordingly I do hereby give my following consents and do authorise you as under:

1. You are requested to accept all my buy/sell orders over the telephone / fax conveyed by myself or Mr./Ms. \_\_\_\_\_ who is duly authorized by me, and thus no need to take my orders in writing every time. All such orders and trades will be binding on me. I have noted that you may record our telephone conversations for security purpose.
2. I do not require your order modification / confirmation / cancellation and trade confirmation slips. Your Contract Notes provides me full details as required by me and which is binding on us.
3. You can adjust any amounts receivable from me against any credits standing into my account or from my forthcoming pay-outs payable to me.
4. I request you to keep my securities, margin and funds with you to meet my pay in obligation in the succeeding settlements in the same segment as well as cash & derivative segments of NSE, BSE and MCX-SX.
5. Further it is observed that many times the date on which payment is due to me from you and the date which I am required to make payment to you are very close and therefore exchange of cheques become unnecessary paper work. I therefore request you not to issue cheques / make payments settlement wise unless specifically advised by me.
6. Further, I hereby give my consent to maintain my account as RUNNING ACCOUNT for funds and securities. The securities lying in my withhold account should be considered as margin deposit. Further, I declare that
  - a. I understand that I can revoke the authorization at any time by submitting the application.

 **Sign. X- 13** .....  
Signature of Client

**Date :** \_\_\_\_\_ **Place :** \_\_\_\_\_

- b. I have given my consent for \_\_\_\_\_ Monthly \_\_\_\_\_ Quarterly Settlement of my funds and securities. I give my consent to retain my funds up to Rs. 10000/- (Rupees Ten Thousand Only) from such settlement. I am aware that on the settlement of account, I will receive a statement and I shall bring any dispute arising from the statement of account to the notice of the broker within 7 working days from the receipt of my statement of my account.
- c. If I have outstanding obligations on the settlement date, you may retain the requisite securities / funds towards such obligation and may also retain the funds expected to be required to meet margin obligation for next 5 trading days, calculated in the manner specified by the respective exchanges.
7. I have noted that you are doing Proprietary Trading on your own account.
8. I have subscribed for SMS Confirmation of my trade details. In case of non receipts of SMS due to technical error, network problems or any other server related problems, I fully understand that SIHL is not responsible for the same.
9. I hereby authorize the undersigned Mr./Ms.(Name)\_\_\_\_\_ (Sign. \_\_\_\_\_) to collect & acknowledge on my behalf the Bills , Contracts and other documents.
10. I have no objection if due to punching error you might have to change the client codes for trade done or transfer the trade to your vandha Account/ Error Account as the circumstance may warrant within the prescribed parameters and rules & regulations of the exchanges.
11. You are free to adjust debit/credit in between my various accounts viz. F&O initial margin A/c, F&O, M to M A/c, Cap. Market A/c, Margin A/c or any other account maintained with you. The same can be done by passing Journal Voucher entries or in such other manner as my deemed fit and proper by you.
12. I shall not divulge into any sub-broking activities and shall not issue any bills/ contracts/confirmation notes etc, to any one else for the trade done on NSE / BSE / MCX - SX.
13. Authorization for inter Exchange/Segment fund balance transfer and stock transfer: I hereby authorize you to transfer my debit/credit balance in the ledger account arising during the course of trade in one Exchange/Segment to my ledger account in another Exchange/Segment or transfer any stock purchased / laying in my account in one Exchange/Segment to my ledger account in another Exchange/Segment as often as may be required. The transfers may be completed by passing journal entries in your books.
14. I agree that all fines/penalties/charges etc levied upon you by NSE/BSE/MCX-SX any other Regulatory Authority for my transaction /deals/ actions/ mistakes are recoverable by you from my accounts.
15. Being your client, I agree that we will submit the certified true copies of income proof or financial details (Any One)
- (a) Copy of ITR Acknowledgment (b) Copy of Annual Accounts
- (c) In case of salary income – Salary Slip, Copy of form 16
- (d) Copy of Demat Account holding statement (e) Bank Account statement for last 6 months
- (f) Any other relevant documents substantiating ownership of assets.
- (g) Self declaration with relevant supporting documents.
16. My funds lying with you may be used for the purpose of placing FDRs with Banks to be submitted to ICCL / NSCCL / MCX-SX CCL and /or as Margin FDRs for obtaining Bank Guarantee in favour of NSE / BSE / ICCL / NSCCL / MCX - SX CCL
17. You can utilize my credit balance for Additional Base Capital as Margin with NSE/BSE/MCX-SX exchanges for my exposure.

 **Sign. X- 14** .....  
Signature of Client

**Date :** \_\_\_\_\_ **Place :** \_\_\_\_\_

18. To undertake to pay the demat charges / fees and such other charges incurred by SIHL and that I further authorise SIHL to debit my account with SIHL with the said charges as and when the same becomes due for payment and I hereby undertake to pay the same immediately on demand made by SIHL. I / We hereby authorised you to charge interest @ not more than 24 % p.a. on the non payment of Annual Maintenance Charge (AMC).
19. My attorney / SIHL shall not be liable for any loss that may result from failure / inability in electronic connectivity of rejection of my application for any reason whatsoever.
20. I have read & received copies of account opening documents i.e. Client Registration Form (KYC), Risk Disclosure Document, Rights and Obligation of members, Power of Attorney, authorised persons and clients, guidance note, ECN Declaration and other documents executed by me.
- 21. Issuance of contracts, statement accounts for funds & securities and other documents in digital format :**
- a. Pursuant to the terms of the client registration form entered into between us, I hereby agree and give consent to accept the contract notes and/or statement accounts for funds & securities and / or any other documents for transactions carried on by me with/through Shah Investor's Home Ltd, in digital form on the below mentioned email id. Email- ID: \_\_\_\_\_
- b. I also authorize to send any other important notices and communications including changes in the terms and conditions to the email id mentioned in this mandate letter.
- c. I undertake to check the contract notes and bring the discrepancies to Shah Investor's Home Ltd. through notice within 24 hours of issuance of the contract notes. My non-verification or not accessing the contract notes on regular basis shall not be a reason for disputing the contract note at any time.
- d. Digital contract notes / any statements/circular / notice or any other document issued and sent to the above mentioned email id by Shah Investor's Home Ltd, are subject to the terms and conditions specified herewith shall be binding on me.
- e. This instruction, to issue digital contract note / statement of funds and securities / other important announcement / communication/notices, is applicable with immediate effect.
- f. I am bound / I agree to intimate you any change in the e-mail id.
- g. I hereby accept to the terms and conditions as specified herewith.

**TERMS AND CONDITIONS**

- a. The Digital Contract notes will be issued in digital form in compliance with the guidelines issued by SEBI/Exchanges from time to time.
- b. Digital Contract notes will be mailed to the E-mail address provided to us in the format as may be prescribed by the Exchanges from time to time
- c. Digital Contract notes will also be available at U R L <https://www.sihl.in>
- d. Clients can view the Digital Contract notes on U R L by using the username & password.
- e. The digital contract notes will be archived at an interval of 15 days. If the client intends to view the digital contracts notes for a period prior to 15 days client may request for the same in writing.
- f. In case of any failure in system or errors in digital contract notes, contract notes will be issued in physical form, which shall be binding on the client.
- g. Discrepancies, if any, should be sent to the branch or to E-mail : [helpdesk@sihl.in](mailto:helpdesk@sihl.in) within 24 hours of issuance of digital contract notes.

**Other Communications (such as Statement of Funds and Securities / Important announcements and notices)**

 Sign. X- 15 .....  
Signature of Client

Date : \_\_\_\_\_ Place : \_\_\_\_\_

- h. All Other communication shall be emailed to client at the email id given by the client.
- i. In case of Statement of Funds and Securities, Client will have time to report the discrepancies within 7 days of the issuance of the Statement.
- j. In case of Important Announcement and Notices, the client will have to raise the query within the time specified in the respective communication. If the client is not able to respond within the time specified, it shall be assumed that client has taken the note of the communication and he does not have any objection and/or query on the said communication.
- k. Feedback or objections may be raised by sending an email to helpdesk@sihl.in or any other specified email mentioned in the communication.

**Other Clauses**

- l. Any changes in the above terms and conditions shall be intimated to client from time to time through an email or letter.
- m. Non bouncing of email shall be considered as a valid delivery to the client and stock broker shall not be responsible for the consequences thereof.
- n. Non receipt of bounced mail notification by the member shall amount to delivery of the contract note at the e mail id of the client.

**22. Authority to debit the Account opening Charges for offline Trading Account:**

I hereby authorize you to debit the Trading account maintained with you for the account opening charges for offline trading account. Any such sum be debited to my account shall be binding on me.

**23. Authority to Debit the Demat Account operating charges:**

I have trading account as well as Demat account with you. I find it extremely inconvenient to give cheques against your depository bills. For the convenience of payment of all the charges pertaining to my Demat Account, I hereby authorise you to debit the trading account maintained with you for the debit charges payable to you as Depository Participant for providing depository services. Any such sum debited to my account shall be binding on me.

**24. Repitrade Access Charges:**

I hereby agree to the terms and conditions for the Repitrade Access Charges, namely: You are authorized to debit my account maintained with you, an amount as specified by you from time to time on a monthly basis, towards Access Charges for Repitrade.

I understand that this Access Charges will be debited to my account at the beginning of the next month, in the event that net brokerage generated from the transactions carried on by me in the previous month is below a specified amount.

You are also authorized to deactivate my Repitrade account in the event of you not being able to recover the Access Charges due to you or due to any other terms and conditions imposed by you for the access of Repitrade.

I understand that, incase, my Repitrade account is deactivated due to non payment of Access Charges, I will be permitted to use your Website trading product.

I agree to intimate the change of e-mail id through a physical letter.

I agree and bind myself to any of the terms and conditions, as may be imposed by you from time to time, for the usage of Repitrade Access.

I understand and confirm that the payment of access fees does not amount to guarantying connectivity or uptime in any manner. Any entries passed by you in accordance with this authorization shall be binding on me.

 Sign. X- 16 .....  
Signature of Client

Date : \_\_\_\_\_ Place : \_\_\_\_\_

**DECLARATION****(NON-MANDATORY)**

I (Name ) \_\_\_\_\_ an individual/ a sole proprietary concern having my/our residence / at \_\_\_\_\_

**have/has** registered with you as client and executed Client Registration Form, Risk Disclosure Documents, Rights and Obligation, policies and procedures etc. for dealing in Capital Market Segment and/or Futures and Options Segment, CD segment of National Stock Exchange of India Limited (NSE) and Bombay Stock Exchange Limited (BSE), and MCX Stock Exchange Ltd. (NSE, BSE, and MCX-SX collectively known as Exchange) on \_\_\_\_\_.

I hereby declare that I am a regular investor in the stock markets in India. I am conversant with the laws, practices, rules, regulations, guidelines, circulars, etc. prescribed by the Securities and Exchange Board of India (SEBI) and National Stock Exchange of India Limited (NSE) and Bombay Stock Exchange Limited (BSE), MCX Stock Exchange Ltd. (MCX-SX).

I hereby further declare that I am holding the shares in my demat account no. \_\_\_\_\_ with DP \_\_\_\_\_

I hereby further declare that I will not give any third party shares for settlement of my obligations to the Exchange.

I hereby further declare that I will not receive or give any monies in cash or in kind for completing the settlement obligations to the Exchange.

I hereby further declare that I am aware of the illegal practices that are prevalent in the Stock Market.

I hereby further declare that I will not carry out any unfair trade practices such as Synchronized deals, Structured deals, Circular Trading in the Capital Market.

I hereby further declare that I/We will not place any order on the Exchange which will reflect as an arrangement for profit or loss transactions. All the orders placed on the exchange will be in the normal market where there is corresponding underlying securities positions in the cash or futures segment of the respective Exchange.

I am aware that :-

- (A) Section 11 of the SEBI Act, 1992 read with 11B inter alia prescribed that
- (a) Without prejudice to the provisions contained in sub-section (1) (2) (2A) and (3) of 11B, the Board may, by an order for reasons to be recorded in writing, in the interests of investors or securities market, take any of the following measures, either pending investigation or inquiry or on completions of such investigation or inquiry, namely:-
- (1) Restrain person from accessing the securities market and prohibit any person associated with securities market to buy, sell or deal in securities.
- (B) Section 4 Prohibition of manipulative, fraudulent and unfair trade practices
- (a) Without prejudice to the provisions of regulation 3, no person shall indulge in a fraudulent or an unfair trade practices in securities.
- (b) Dealings in securities shall be deemed to a fraudulent or an unfair trade practices if it involves fraud and may include all or any of the following namely:-

 **Sign. X- 17** .....  
**Signature of Client**

**Date :** \_\_\_\_\_ **Place :** \_\_\_\_\_

1. indulging in an act which creates false or misleading appearance of trading in the securities market;
2. dealing in a security not intended to effect transfer of beneficial ownership but intended to operate only as a device to inflate, depress or cause fluctuations in the price of such security for wrongful gain or avoidance of loss;
3. advancing or agreeing to advance any money to any person thereby inducing any other person to offer to buy any security in any issue only with the intention of securing the minimum subscription to such issue;
4. paying, offering or agreeing to pay or offer, directly or indirectly, to any person any money or money's worth for inducing such person for dealing in any security with the object of inflating, depressing, maintaining or causing fluctuation in the price of such security;
5. any act or omission amounting to manipulation of the price of a security;
6. entering into a transaction in securities without intention of performing it or without intention of change of ownership of such security;
7. selling, dealing or pledging of stolen or counterfeit security whether in physical or dematerialized form;

I hereby further declare that I will not indulge either directly or indirectly in any of the above mentioned fraudulent or unfair trade practices either individually or in concert with other persons/entities. In the event of any of the above fraudulent or unfair trade practices is noticed by the Exchange or Regulatory Authorities, then I shall be solely responsible for such acts as noticed and you shall not be responsible for my illegal and fraudulent and unfair trade practices in the capital market.

I hereby give this declaration to you without any coercion, with sound mind and voluntarily to you which shall be part of my Client Registration Form entered into with you on the dates mentioned therein.

 **Sign. X- 18** .....  
**Signature of Client**

**Date :** \_\_\_\_\_ **Place :** \_\_\_\_\_

## Client Registration Procedure for Demat

ISO 9001:2008 Certified



Name of the Branch : \_\_\_\_\_

FORM NO. : \_\_\_\_\_ CLIENT ID : \_\_\_\_\_ TRADING CODE : \_\_\_\_\_

Trading Registration		Trading Registration to follow? Yes / No	
Sr. No.	Particular	Owner	Date & Signature
1	Client registration form KYC done	Branch	
2	Client registration data entered in Back Office and forms sent to HO	Branch	
3	Registration form received at HO	HO Registration	
4	Registration forms sent to KYC department	HO Registration	
5	KYC checked	HO KYC	
6	KYC Rejected, reason noted and branch informed	HO KYC	
7	Registration document sent for corrections in Branch / New documents requested from branch (details of Document)	HO KYC	
8	Documents received at Branch	Branch	
9	Correction of registration form and / or documents done, KYC checked at Branch	Branch	
10	Updated registration form and / or documents sent to HO	Branch	
11	Updated form and / or documents received at HO	HO Registration	
12	Registration forms sent to KYC department	HO Registration	
13	KYC checked	HO KYC	
14	KYC Approved, sent for verification and activation	HO KYC	
15	Demat Activated (Demat Active file uploaded in Back - Office at 2.00pm, 5.00 pm and at 7.00 pm - Three times in a day)	HO Verification	
16	Inform branch after Demat activation via Phone call	HO Verification	
17	Inform <b>Client</b> after Demat Activation via SMS	HO Verification	
18	Welcome kit with DIS book generated and dispatched to the client	HO Dispatch	
19	Form and attached documents scanned and sent for filing	HO Filing	

**This page Left Blank Intentionally**

**DEPOSITORY ACCOUNT OPENING FORM FOR INDIVIDUAL**

DP SEBI REG. NO. IN-DP-NSDL-34-97

DP-ID : IN 300343

ISO 9001 : 2008 Certified



Smart Investing ...made easy

**SHAH INVESTOR'S HOME LTD.**

**REGD. OFFICE :** "SIHL HOUSE", Opp. Ambawadi Jain Temple,  
Nehrunagar Cross Road, Ahmedabad-380 015.  
Phone : +91-79-4107 2222 | Fax : +91-79-30029029  
Website : www.sihl.in | E-mail : helpdesk@sihl.in

Form No.		CRM NO.		CC ID NO.	
Please provide Trading A/c. Code		Client-Id (Account No.) (To be filled by Depository)			
I/we request you to open a depository account in my/our name as per the following details :				Date :	<div>D</div> <div>D</div> <div>M</div> <div>M</div> <div>Y</div> <div>Y</div> <div>Y</div> <div>Y</div>

**DETAILS OF ACCOUNT HOLDER(S) (PLEASE FILL ALL THE DETAILS IN CAPITAL LETTERS ONLY)**

	Name (s) of holders (s)	PAN
Sole/First Holder		
Second Holder		
Third Holder		

**TYPE OF ACCOUNT**

- ☐ Ordinary Resident    ☐ NRI-Repatriable    ☐ Promoter    ☐ Margin    ☐ Qualified Foreign Investor  
☐ Basic Service Demat Account (BSDA)    ☐ NRI-Non-Repatriable    ☐ Foreign National    ☐ HUF  
☐ Rajiv Gandhi Equity Savings Scheme (RGESS) ☐ Others (please specify) : \_\_\_\_\_

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

Name		PAN										
------	--	-----	--	--	--	--	--	--	--	--	--	--

**CONTACT DETAILS**

Mobile No.	
Email ID	
Declaration	I hereby Declare that the aforesaid Mobile number or E-mail ID belongs to <input type="checkbox"/> Me or <input type="checkbox"/> My Family (Spouse, Dependent Children and Dependent Parents).

**OCCUPATION DETAILS****Occupation Details :** (Tick whichever is applicable)**SOLE/FIRST HOLDER**

- ☐ Private Sector    ☐ Public Sector    ☐ Government Service    ☐ Business    ☐ Professional  
☐ Agriculturist    ☐ Retired    ☐ House Wife    ☐ Student    ☐ Others \_\_\_\_\_

**Occupation Details :** (Tick whichever is applicable)**SECOND HOLDER**

- ☐ Private Sector    ☐ Public Sector    ☐ Government Service    ☐ Business    ☐ Professional  
☐ Agriculturist    ☐ Retired    ☐ House Wife    ☐ Student    ☐ Others \_\_\_\_\_

**Occupation Details :** (Tick whichever is applicable)**THIRD HOLDER**

- ☐ Private Sector    ☐ Public Sector    ☐ Government Service    ☐ Business    ☐ Professional  
☐ Agriculturist    ☐ Retired    ☐ House Wife    ☐ Student    ☐ Others \_\_\_\_\_

**GROSS ANNUAL INCOME DETAILS (Please Specify)**

**Income Range (Per Annum)** ☐ Below Rs. 1 Lac ☐ Rs. 1 to Rs. 5 Lac ☐ Rs. 5 to Rs. 10Lac  
(Tick where applicable) ☐ Rs. 10 to Rs. 25 Lac ☐ More Than Rs. 25 Lac **OR**

**Net Worth as on (Date)** \_\_\_\_\_ **Rs.** \_\_\_\_\_ **(Net worth Should not be older than 1year)**

**IN CASE OF NRIS / FOREIGN NATIONALS**

RBI Approval Reference Number

RBI Approval date

D D M M Y Y Y Y

**BANK DETAILS**

☐ Savings ☐ Current A/c. No. ☐ Others (Please Specify) \_\_\_\_\_

Bank Account No.

Bank Name

Branch Address



City / Town / Village

Pin Code

State

Country

9-Digit Code Number of the Bank and branch appearing on the MICR cheque issued by the Bank.

IFSC Code

Please tick, if applicable : ☐ Politically Expised Person (PEP) ☐ Related to aPolitically Expised Person (PEP)

**STANDING INSTRUCTIONS**

I/we authorise you to receive credits of securities automatically into my/our account. Yes ☐ No ☐

Account to be operated through Power of Attorney (PoA) Yes ☐ No ☐

Deliver Instruction Slip to receive at the time of account opening Yes ☐ 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.	Holders	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"/>
4	Mode of Receiving Statement of Account (Tick any one)	<input type="checkbox"/> Physical Form <input type="checkbox"/> Electronic Form (Read Note 3 and ensure that email ID is provided in KYC Application Form).	

**GUARDIAN DETAILS (WHERE SOLE HOLDER IS A MINOR)**

[For account of a minor, two KYC Application Forms must be filled i.e. one for the guardian and another for for the minor (to be signed by guardian)]

Guardian Name	
PAN	
Relationship of Guardian with minor	

## NOMINATION OPTION

☐ I/we wish to make a nomination  
(Details are provided at Form-10)




☐ I do not wish to make nominee

## 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.

I / We prefer to receive standard documents like Rights and Obligations of beneficial owner and depository participant as prescribed by SEBI and depositories ☐ In Physical form ☐ In Electronic form

**I / We acknowledge the receipt of copy of the document, "Rights and obligations of the Beneficial Owner and Depository Participant."**

	Name (s) of holders (s)	Signature(s)
Sole/First Holder		
Second Holder		
Third Holder		
Guardian (In case of minor)/ POA Name :		<b>X</b>

## TO OPT FOR RAJIV GANDHI EQUITY SAVINGS SCHEME (RGESS)

☐ I / we wish to enroll this account for RGESS. I / we declare that I am / we are eligible to avail this scheme.

## To Opt-out Basic Service Demat Account (BSDA)

I/We have been informed by you that our beneficiary account may be eligible for BSDA conversion as per rules, regulations and provision of SEBI. However after being informed of the charge structure and various other considerations I/We have to request you that I/We do not want to opt for BSDA conversion / selection for our beneficiary demat account with you. I/We have been made aware of requirement of Rs. 500/- (Rupees Five Hundred Only) refundable deposit to convert account to BSDA and I/We have decided to inform you in writing whenever I/We would want to convert/opt my/our account to BSDA.



\_\_\_\_\_  
Sole/First Holder's Signature



\_\_\_\_\_  
Second Holder's Signature



\_\_\_\_\_  
Third Holder's Signature

Date :	D	D	M	M	Y	Y	Y	Y	DP ID	I	N	3	0	0	3	4	3	CLIENT ID										
<input type="checkbox"/> I/We wish to make a nomination. ( As per details given below) I/We wish to cancel the nomination made by me/ us earlier and consequently all rights and liabilities in respect of <input type="checkbox"/> beneficiary ownership in the securities held by me / us in the said account shall vest in me/us. (Strike off the nomination details below)																												
<b>Nomination Details</b>																												
I/We wish to make a nomination and do hereby nominate the following person(s) who shall receive all securities held in the Depository by me / us in the said beneficiary owner account in the event of my / our death.																												
Nomination can be made upto three Nominees in the account										Details of 1 <sup>st</sup> Nominee							Details of 2 <sup>nd</sup> Nominee					Details of 3 <sup>nd</sup> Nominee						
1	Name of the Nominee(s) (Mr./Ms.)																											
2	Share of each Nominee <b>Equally</b> <input type="checkbox"/> (If not equally, please specify percentage)									%							%					%						
<b>Any odd not after division shall be transferred to the first Nominee mentioned in the form.</b>																												
3	Relationship With the Applicant ( If Any)																											
4	Address of Nominee(s)  <div>PIN Code</div>																											
5	Mobile/Phone no. of Nominee(s)																											
6	Email ID of Nominee(s)																											
7	Nominee Identification Details - (Please tick any one of Following and provide details of Same) <input type="checkbox"/> Photograph & Signature <input type="checkbox"/> PAN <input type="checkbox"/> Aadhaar <input type="checkbox"/> Saving Bank Account No. <input type="checkbox"/> Demat Account ID <input type="checkbox"/> Proof of Identity																											
<b>Sr. Nos. 8-14 should be filled only If Nominee(s) is a Minor:</b>																												
8	Date of Birth {in case of minor nominee(s)}																											
9	Name of Guardian(Mr./Ms.) {in case of minor nominee(s) }																											
10	Address of Nominee(s)  <div>PIN Code</div>																											
11	Mobile / Phone no. of Guardian																											
12	Email ID of Guardian																											
13	Relationship of Guardian with Nominee																											
14	Nominee Identification Details - (Please tick any one of Following and provide details of Same) <input type="checkbox"/> Photograph & Signature <input type="checkbox"/> PAN <input type="checkbox"/> Aadhaar <input type="checkbox"/> Saving Bank Account No. <input type="checkbox"/> Demat Account ID <input type="checkbox"/> Proof of Identity																											

Name(s) of holder(s)		Signature(s) of holder
Sole / First Holder / Guardian (in case sole holder is minor)(Mr. /Ms.)		X
Second Holder (Mr. /Ms.)		X
Third Holder (Mr./Ms.)		X
Signature of Witness for Nomination		
Name of the Witness	Address	Signature of witness and Date
1		X 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"/>
2		X 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"/>

### Notes :

1. 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.
2. 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.
3. 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.
4. 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.
5. Transfer of securities in favour of a Nominee shall be valid discharge by the depository and the Participant against the legal heir.
6. 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.
7. 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.
8. Nomination can be made upto three nominees in a demat account. In case of multiple nominees, the Client must specify the percentage of share for each nominee that shall total upto hundred percent. In the event of the beneficiary owner not indicating any percentage of allocation / share for each of the nominees, the default option shall be to settle the claims equally amongst all the nominees.
9. On request of Substitution of existing nominees by the beneficial owner, the earlier nomination shall stand rescinded. Hence, details of nominees as mentioned in the FORM 10 at the time of substitution will be considered. Therefore, please mention the complete details of all the nominees.
10. Copy of any proof of identity must be accompanied by original for verification or duly attested by any entity authorized for attesting the documents, as provided in Annexure D.
11. Savings bank account details shall only be considered if the account is maintained with the same participant.
12. DP ID and Client ID shall be provided where demat details are required to be provided.

**To Opt Basic Service Demat Account (BSDA) please Tick any of the following Scheme**

**Please refer the Charge Structure for BSDA Service on Page No - 25**

BSDA Scheme	Description	Tick
BSDA Scheme - A	≤ 50,000/- (No AMC*)	<input type="checkbox"/>
BSDA Scheme - B	< 50,000/- to 2,00,000/- AMC Rs. 100/-	<input type="checkbox"/>

**Note :**

- At any time during the year, if the account valuation increases from Rs. 50,000, that account will be moved to BSDA - B scheme automatically and debit note for Rs. 100/- will be raised in the client account immediately. Similarly, if the holding valuation increases from Rs. 2,00,000 for BSDA - B account holders, their accounts will be converted to normal accounts automatically and debit note for the difference of normal AMC will be raised.
- Transaction Statements shall be sent ONCE at the end of each quarter as opposed to every month for regular accounts.
- Holding Statements (in case of no transaction in the account) will be sent ONCE at the end of each year as opposed to once at the end of each quarter.
- Mobile number registration will be compulsory for BSDA Accounts.

**Note :**

- All communication shall be sent at the address of the **Sole/First holder** only.
- 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.
- Instructions related to nomination, are as below ;
  - 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,
  - 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,
  - 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,
  - 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,
  - Transfer of securities in favour of a Nominee shall be valid discharge by the depository and the participant against the legal heir,
  - 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,
  - 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.
- For receiving Statement of Account in electronic form:
  - Client must ensure the confidentiality of the password of the email account
  - Client must promptly inform the Participant if the email address has changed.
  - Client may opt to terminate this facility by giving 10 days prior notice. Similarly, Participant may also terminate this facility by giving 10 days prior notice.
- Strike off whichever is not applicable.



Sole/First Holder's Signature



Second Holder's Signature



Third Holder's Signature



**REGD. OFFICE :** 'SIHL HOUSE", Opp. Ambawadi Jain Temple, Nehrunagar Cross Road, Ambawadi, Ahmedabad-380 015.  
**Phone :** +91 79 4107 2222 **Fax :** +91 79 3002 9029, 2640 5001, 02

**Depository participant with NSDL (DP Id : IN 300343)**

NSDL AMC Scheme F.Y. 2016-17		Email Statement	Physical Statement
<b>Scheme A</b> Lifetime Maintenance Free (LMF)	Normal Client - Refundable Deposit	Rs. 4,000/-	Rs. 4,500/-
	Corporate Client - Refundable Deposit	Rs. 11,000/-	Rs. 11,000/-
	NRI Client - Non-Refundable	Rs. 4,500/-	Rs. 4,500/-
<b>Scheme B</b> AMC Charges	Normal Client	Rs. 440/-	Rs. 500/-
	Corporate, Trust, etc.	Rs. 1,150	Rs. 1,270/-

**SCHEME RATE CARD**

<b>Account Maintenance</b> Normal Account	<b>Rs. 500/-</b>	<b>April to March</b> (in Advanced on F.Y. Basis)
<b>Account Maintenance</b> Corporate, Trust, etc.	<b>Rs. 1000/-</b>	<b>April to March</b> (in Advanced on F.Y. Basis)
<b>Demat</b>	<b>Rs.65/- per DRF UP to 15 Certificates</b> Rs. 3.00 per certificate will be charged extra on every additional certificate.	<b>Courier Charges Will be Extra</b>
<b>Remat</b>	<b>Rs. 55/- per RRF</b> for 1 certificate (100 shares)	<b>Rs. 15/-</b> per certificate will be charged on every additional certificate OR Rs.15/- for every 100 sec. or part thereof <b>whichever is higher</b>
<b>Transfer - (Sell / Debit)</b>	<b>Scheme A- Rs. 20/-</b> <b>Scheme B- Rs. 30/-</b>	<b>(Per Transaction)</b>
<b>Transfer - (Sell / Debit) Auto</b> Pay-in-Accounts	<b>Rs. 16/-</b>	<b>Per Auto Pay-in Transaction with SIHL</b>
<b>Emergency Transfer</b>	<b>Rs.60/-</b>	<b>For same day transfer between 9.30 a.m. to 10.15 a.m.</b> (Pay-in-Related) and bet'n 4.00 a.m. to 6.30 p.m. (Any account transfer except Interdepository)
<b>Pledge Creation</b>	<b>Rs. 80/-</b>	<b>(Per Transaction)</b>
<b>Pledge Closure/Invocation</b>	<b>Rs.40/-</b>	<b>(Per Transaction)</b>
<b>Ideas Fee</b>	<b>Rs. 50/-</b>	<b>Per Accounting year</b>
<b>Statement Print</b>	<b>Rs. 10/-</b>	<b>Per Page - On Request</b>
<b>Client Master Print</b>	<b>Rs. 10/-</b>	<b>On Request</b>



Sole/First Holder's Signature



Second Holder's Signature



Third Holder's Signature

**Note :**

\*Condition Apply

- (1) Charge schedule is based on NSDL charge structure. **(Including of Service Tax).**
- (2) For clearing member's, AMC will be Rs. 10,000/- and actual transaction charges will be levied as per NSDL Bill.
- (3) We reserve the rights to change the service charges with 30 days prior notice.
- (4) Transaction cum Holding Statement: Free of Cost every month, provided any transaction have taken place during that period OR once in a quarter.
- (5) **Statement & Client Master on demand shall be charged Rs. 10/- per page.**
- (6) Rejection of transfer shall be charged Rs. 10/- per Rejected Transfer.
- (7) ISIN list will be charged Rs. 10/- per copy of list. (8) Blank Demat Request Form will be charged Rs. 1/- per form.
- (9) On request, 10 Slips will be given free of cost on usage basis during accounting year. Than after on request of additional delivery slips, Rs. 20/-perbook of 10 slips will be leived to each Normal Accounts.
- (10) **Valuation report will be charged Rs. 10/- per page.**
- (11) Interest @15% will be charged on Annual Maintenance Charges received after 30th June for FY.
- (12) You have to pay AMC of particular year, if you are availing LMF scheme after 15th May for accounting year.
- (13) **For any Correction or Overwriting, Client's Signature Required.**
- (14) For Off-Market Transaction, Transaction Value is above 5,00,000/-, provide PAN copy of all holder with self-attested.
- (15) **New DIS book charge of Rs. 50/- will be levied for accounts that have more than 15 unused DIS at the time of request.**
- (16) **On non-receipt of DIS sent along with account opening kit after opening new Demat Account, we shall block such DIS in DPM and Back office system and destroy after two months**

**RATE CARD FOR BSDA SERVICE**

<b>DP Name</b>	Shah Investor's Home Limited - DP ID IN - 300343
<b>Statutory charges at the time of account opening</b>	Nil
<b>Advance/Deposit</b>	Rs. 500/- Refundable Deposit
<b>Account Maintenance</b>	1. BSDA - <b>Scheme A</b> : Valuation upto Rs. 50,000/- No AMC 2. BSDA - <b>Scheme B</b> : Valuation between Rs.50,000/- to Rs. 2,00,000/- AMC Rs.100/- + Service Tax as per applicable
<b>Demat</b>	Rs.130/- per ISIN / per DRF upto 15 certificates + Rs.6/- per certificate will be charged extra on every additional certificates (Courier Charges will be Extra)
<b>Remat</b>	Rs.110/- per RRF for 1 certificate (100 shares) + Rs.30/- per certificate will be charged on every additional certificate or Rs.30/- for every 100 security per part thereof whichever is higher.
<b>Transaction (Debit)</b>	1. Rs.50/- per ISIN for Normal Account, 2. Rs.26/- per ISIN for Auto Pay-in Accounts 3. Rs.100/- per ISIN for Emergency Transfer
<b>Pledge Creation</b>	Rs.110/- per ISIN
<b>Pledge Creation confirmation</b>	Nil
<b>Pledge Closure</b>	Rs.60/- per ISIN
<b>Pledge Closure confirmation</b>	Nil
<b>Pledge Invocation</b>	Rs.60/- per ISIN
<b>Failed instruction charges</b>	Rs.20/- per rejected trade
<b>Other charges, if any</b>	1. Statement on Demand - Rs.25/- Per Statement 2. Valuation report on Demand – Rs.20 per Page 3. Subscription for IDEAS - Rs. 50/- per Financial Year 4. ISIN List - Rs. 10/- per copy 5. Blank Demat Request Form - Rs. 1/- per Form 6. DIS Requisition form Rs. 20/- per Form 7. Service Tax at prevailing rate is included in all service charges



Sole/First Holder's Signature



Second Holder's Signature



Third Holder's Signature

## Rights and Obligations of Beneficial Owner and Depository Participant as prescribed by SEBI and Depositories

### General Clause

1. The Beneficial Owner and the Depository participant (DP) shall be bound by the provisions of the Depositories Act 1996, SEBI (Depositories and Participants) Regulations, 1996, Rules and Regulations of Securities and Exchange Board of India (SEBI), Circulars/Notifications/Guidelines issued there under, Bye Laws and Business Rules/Operating Instructions issued by the Depositories and relevant notifications of Government Authorities as may be in force from time to time.
2. The DP shall open/activate demat account of a beneficial owner in the depository system only after receipt of complete Account opening form, KYC and supporting documents as specified by SEBI from time to time.

### Beneficial Owner information

3. The DP shall maintain all the details of the beneficial owner(s) as mentioned in the account opening form, supporting documents submitted by them and/or any other information pertaining to the beneficial owner confidentially and shall not disclose the same to any person except as required by any statutory, legal or regulatory authority in this regard.
4. The Beneficial Owner shall immediately notify the DP in writing, if there is any change in details provided in the account opening form as submitted to the DP at the time of opening the demat account or furnished to the DP from time to time.

### Fees/Charges/Tariff

5. The Beneficial Owner shall pay such charges to the DP for the purpose of holding and transfer of securities in dematerialized form and for availing depository services as may be agreed to from time to time between the DP and the Beneficial Owner as set out in the Tariff Sheet provided by the DP. It may be informed to the Beneficial Owner that "*no charges are payable for opening of demat accounts*".
6. In case of Basic Services Demat Accounts, the DP shall adhere to the charge structure as laid down under the relevant SEBI and/or Depository circulars/directions/notifications issued from time to time.
7. The DP shall not increase any charges/tariff agreed upon unless it has given a notice in writing of not less than thirty days to the Beneficial Owner regarding the same.

### Dematerialization

8. The Beneficial Owner shall have the right to get the securities, which have been admitted on the Depositories, dematerialized in the form and manner laid down under the Bye Laws, Business Rules and Operating Instructions of the depositories.

### Separate Accounts

9. The DP shall open separate accounts in the name of each of the beneficial owners and securities of each beneficial owner shall be segregated and shall not be mixed up with the securities of other beneficial owners and/or DP's own securities held in dematerialized form.
10. The DP shall not facilitate the Beneficial Owner to create or permit any pledge and /or hypothecation or any other interest or encumbrance over all or any of such securities submitted for dematerialization and/or held in demat account except in the form and manner prescribed in the Depositories Act, 1996, SEBI (Depositories and Participants) Regulations, 1996 and Bye-Laws/Operating Instructions/Business Rules of the Depositories.

### Transfer of Securities

11. The DP shall effect transfer to and from the demat accounts of the Beneficial Owner only on the basis of an order, instruction, direction or mandate duly authorized by the Beneficial Owner and the DP shall maintain the original documents and the audit trail of such authorizations.
12. The Beneficial Owner reserves the right to give standing instructions with regard to the crediting of securities in his demat account and the DP shall act according to such instructions.

### Statement of account

13. The DP shall provide statements of accounts to the beneficial owner in such form and manner and at such time as agreed with the Beneficial Owner and as specified by SEBI/depository in this regard.
14. However, if there is no transaction in the demat account, or if the balance has become Nil during the year, the DP shall send one physical statement of holding annually to such BOs and shall resume sending the transaction statement as and when there is a transaction in the account.
15. The DP may provide the services of issuing the statement of demat accounts in an electronic mode if the Beneficial Owner so desires. The DP will furnish to the Beneficial Owner the statement of demat accounts under its digital signature, as governed under the Information Technology Act, 2000. However if the DP does not have the facility of providing the statement of demat account in the electronic mode, then the Participant shall be obliged to forward the statement of demat accounts in physical form.
16. In case of Basic Services Demat Accounts, the DP shall send the transaction statements as mandated by SEBI and/or Depository from time to time.



First Holder's Signature



Second Holder's Signature



Third Holder's Signature

**Manner of Closure of Demat account**

17. The DP shall have the right to close the demat account of the Beneficial Owner, for any reasons whatsoever, provided the DP has given a notice in writing of not less than thirty days to the Beneficial Owner as well as to the Depository. Similarly, the Beneficial Owner shall have the right to close his/her demat account held with the DP provided no charges are payable by him/her to the DP. In such an event, the Beneficial Owner shall specify whether the balances in their demat account should be transferred to another demat account of the Beneficial Owner held with another DP or to rematerialize the security balances held.
18. Based on the instructions of the Beneficial Owner, the DP shall initiate the procedure for transferring such security balances or rematerialize such security balances within a period of thirty days as per procedure specified from time to time by the depository. Provided further, closure of demat account shall not affect the rights, liabilities and obligations of either the Beneficial Owner or the DP and shall continue to bind the parties to their satisfactory completion.

**Default in payment of charges**

19. In event of Beneficial Owner committing a default in the payment of any amount provided in Clause 5 & 6 within a period of thirty days from the date of demand, without prejudice to the right of the DP to close the demat account of the Beneficial Owner, the DP may charge interest at a rate as specified by the Depository from time to time for the period of such default.
20. In case the Beneficial Owner has failed to make the payment of any of the amounts as provided in Clause 5&6 specified above, the DP after giving two days notice to the Beneficial Owner shall have the right to stop processing of instructions of the Beneficial Owner till such time he makes the payment along with interest, if any.

**Liability of the Depository**

21. As per Section 16 of Depositories Act, 1996,
1. Without prejudice to the provisions of any other law for the time being in force, any loss caused to the beneficial owner due to the negligence of the depository or the participant, the depository shall indemnify such beneficial owner.
  2. Where the loss due to the negligence of the participant under Clause (1) above, is indemnified by the depository, the depository shall have the right to recover the same from such participant.

**Freezing/ Defreezing of accounts**

22. The Beneficial Owner may exercise the right to freeze/defreeze his/her demat account maintained with the DP in accordance with the procedure and subject to the restrictions laid down under the Bye Laws and Business Rules/Operating Instructions.
23. The DP or the Depository shall have the right to freeze/defreeze the accounts of the Beneficial Owners on receipt of instructions received from any regulator or court or any statutory authority.

**Redressal of Investor grievance**

24. The DP shall redress all grievances of the Beneficial Owner against the DP within a period of thirty days from the date of receipt of the complaint.

**Authorized representative**

25. If the Beneficial Owner is a body corporate or a legal entity, it shall, along with the account opening form, furnish to the DP, a list of officials authorized by it, who shall represent and interact on its behalf with the Participant. Any change in such list including additions, deletions or alterations thereto shall be forthwith communicated to the Participant.

**Law and Jurisdiction**

26. In addition to the specific rights set out in this document, the DP and the Beneficial owner shall be entitled to exercise any other rights which the DP or the Beneficial Owner may have under the Rules, Bye Laws and Regulations of the respective Depository in which the demat account is opened and circulars/notices issued there under or Rules and Regulations of SEBI.
27. The provisions of this document shall always be subject to Government notification, any rules, regulations, guidelines and circulars/ notices issued by SEBI and Rules, Regulations and Bye-laws of the relevant Depository, where the Beneficial Owner maintains his/ her account, that may be in force from time to time.
28. The Beneficial Owner and the DP shall abide by the arbitration and conciliation procedure prescribed under the Bye-laws of the depository and that such procedure shall be applicable to any disputes between the DP and the Beneficial Owner.
29. Words and expressions which are used in this document but which are not defined herein shall unless the context otherwise requires, have the same meanings as assigned thereto in the Rules, Bye-laws and Regulations and circulars/notices issued there under by the depository and /or SEBI
30. Any changes in the rights and obligations which are specified by SEBI/Depositories shall also be brought to the notice of the clients at once.
31. 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 Depository, where the Beneficial Owner maintains his/her account, such changes shall be deemed to have been incorporated herein in modification of the rights and obligations of the parties mentioned in this document.



First Holder's Signature



Second Holder's Signature



Third Holder's Signature

**POWER OF ATTORNEY****(NON-MANDATORY)**

TO ALL TO WHOM THESE PRESENTS SHALL COME I/WE \_\_\_\_\_ an individual / a sole proprietary concern / a partnership firm / a body corporate / trust, registered / incorporated, under the provisions of the Indian Partnership Act, 1932 / Limited Liability Partnership Act / the Companies Act, 1956 or any relevant Act, having my / our residence / registered office/place of business at **(Address of the client)** \_\_\_\_\_

I/We have a beneficiary account with Shah Investor's Home Ltd. having its registered office at SIHL House, Opp. Ambawadi Jain Temple, Nehrunagar Cross Road, Ahmedabad – 380015. The details is as follows:

**Details of Specified Depository Account(s) maintained with Specified Depository Participant(s)**

Sr. No.	Name of the Depository	Specified Depository Participant	DP ID of Depository Participant	Beneficial Owners Account No.
1	Central Depository Services (India) Ltd.	Shah Investor's Home Ltd.	12029300	
2	National Securities Depository Ltd.	Shah Investor's Home Ltd.	IN 300343	

I/ We have a bank account no. \_\_\_\_\_ with \_\_\_\_\_ Bank, \_\_\_\_\_ Branch, having branch address at \_\_\_\_\_ (Bank Account and Branch Details of client)

And Whereas I /we am /are desirous to buy and sell securities through SHAH INVESTOR'S HOME LTD. who is a trading member registered with SEBI and member of National Stock Exchange of India Ltd., having SEBI registration number INB/F/E 230759031, Bombay Stock Exchange Ltd. having SEBI registration number INB/F 010759034 & MCX Stock Exchange Ltd. having SEBI registration number INB/F/E 260759031.

Now know you all and these presents witness that I /we do hereby nominate constitute and appoint SHAH INVESTOR'S HOME LTD. (hereinafter referred to as "the stock broker") as my true and lawful attorney to operate my / our beneficial owner account / bank account on my / our behalf for a limited purpose and authorize it to do, execute and perform severally the following acts, deeds, matters and things provided the attorney complies with all the applicable conditions of all or any of their services offered by them in their capacity as Stock Brokers/ Depository Participants.

1. To do all such things and give all such instructions as mentioned below concerning the said account as mentioned above as I/we myself / ourselves could give if I/we was /were present personally.
2. To have and exercise the powers and / or authority, and to do and / or execute the acts, deeds matters and things specified in agreement between Stock Broker / Depository Participant and the Client.
3. To transfer/deliver the securities in favour of the stock broker for the limited purpose of meeting my / our margin requirements in connection with the trades executed by me / us on any recognized stock exchange through the stock broker.
4. To apply for various products like mutual funds, for corporate actions like public issues (shares as well as debentures) rights, offer of shares, tendering shares in open offers etc.
5. To instruct the DP to return to me /us the securities received by DP erroneously or to instruct stock broker to return the fund/ securities that was not entitled to receive from me / us and also instruct DP to debit securities to the said account which have been wrongly credited in my BO account.
6. To bind ourselves with respect to any instruction/POA given by first holder or any other holder to SIHL.
7. To authorize the stock broker /DP to send consolidated summary of my /our scrip wise buy and sell positions taken with average rates to me/ us by way of SMS / email as specified by SEBI from time to time.
8. To transfer funds from my /our bank account or bank accounts informed by me in writing to the stock broker / Depository Participant from time to time, to the designated bank accounts of Shah Investor's Home Ltd. in the following circumstances:
  - a. For meeting my / our settlement obligations / margin requirements in connection with the trades executed by me / us on the platform of the stock exchanges through SIHL.
  - b. For recovering any outstanding amount due from me / us arising out of my / our trading activities on the stock exchanges through the stock broker and / or depository activities through the depository participant
  - c. For meeting obligations arising out of my / our subscribing to such other products / facilities / services through the stock broker like mutual funds / public issues, rights, offer of shares etc.
  - d. Towards monies / fees / charges, etc. due to the stock broker / depository participant payable by virtue of my / our using / subscribing to any of the facilities / services availed by me / us at his / her instance.



First Holder's Signature



Second Holder's Signature



Third Holder's Signature

9. To pledge the securities in favor of the stock broker for the limited purpose of meeting my/our margin requirements in connection with the trades executed by me/us on any recognized stock exchange through the stock broker.
10. To apply for redemption or repurchase of units of mutual fund by signing & submitting requests to Depository Participant for processing on my/our behalf.
11. To retain all originals of the documents executed by me/us and to send photocopy of the same to me.
12. To transfer securities held in my / our BO account no. to any of the account as mentioned below :

Sr. No	Name of the Depository Participant	DP Id	Client Id	Purpose
1	Shah Investor's Home Ltd.	12029300	1202930000015445	BSE CM Principal A/c
2	Shah Investor's Home Ltd.	12029300	1202930000015451	BSE CM Pool A/c
3	Shah Investor's Home Ltd.	12029300	1100001000014293	BSE CM Pay in A/c
4	Shah Investor's Home Ltd.	12029300	1202930000032296	Margin A/c
5	Shah Investor's Home Ltd.	12029300	1202930000034616	NSE CM Pool A/c
6	Shah Investor's Home Ltd.	12029300	1100001100017759	NSE CM Early Pay in A/c
7	Shah Investor's Home Ltd.	IN 609433	10463636	BSE CM Pool A/c
8	Shah Investor's Home Ltd.	IN 550985	10000174	NSE CM Pool A/c
9	Shah Investor's Home Ltd.	IN 300343	10212769	Margin A/c
10	Shah Investor's Home Ltd.	IN 300343	10549882	BSE Hold A/c
11	Shah Investor's Home Ltd.	IN 300343	10549900	NSE Hold A/c
12	Stock Holding Corporation of India Ltd.	IN 301276	30250292	FO Margin A/c
13	Stock Holding Corporation of India Ltd.	IN 301276	30255083	CM Margin A/c

for the purpose of settlement of trades and/or margin obligations arising out of trades executed by me / us on any recognized stock exchange through the stock broker.

This power of attorney continues until it is revoked (without notice) in writing by all the power of attorney holders and that said revocation shall be effective from the date on which the revocation notice is received by the stock broker in his office at SIHL House, Opp. Ambawadi Jain Temple, Nehrunagar Cross Roads, Ahmedabad - 380015.

Signed and delivered on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_ at \_\_\_\_\_

**Witness :**

**Witness :**

**1. Name :** \_\_\_\_\_ **2. Name :** \_\_\_\_\_

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

**Signature** 

**Signature** 

Accepted  
For Shah Investor's Home Ltd.

**SEAL**

Notary Public

Director / Authentication Sign.



First Holder's Signature



Second Holder's Signature



Third Holder's Signature