

A copy of the any of the following to be submitted as Proof of Identity / Proof of Address. Documents submitted: (Please tick appropriate boxes)

Sr. No	Documents Accepted (Copies to be certified as "verified with the originals". In person verification also to be completed by Karvy Staff)	Documents Collected from Applicants					
		Proof of Identity			Proof of Address		
		1st	2nd	3rd	1st	2nd	3rd
1.	PAN card with Photo (Mandatory)						
2.	Passport (Name, address and photo side)						
3.	Voter Identification Card (front and back)						
4.	Driving License (Name, address and photo pages)						
5.	Unique Identification Number (UID / Aadhaar)						
6.	Ration Card						
7.	Bank Passbook / Statement Not more than 3 months old (With latest entry / date of statement with stamp) / Letter from Bank with Banker seal and sign.						
8.	Electricity Bill (Not more than 3 months old)						
9.	Telephone Bill (Landline) (Not more than 3 months old)						
10.	Registered Lease and License agreement / Agreement for Sale						
11.	Identity Card / Document with address, issued by Central/State Govt. & its dept. Statutory / Regulatory-Authorities. Public Sector Undertakings. Schedule Commercial Banks.						

Details of POI (Proof of Identity), POA (Proof of address) submitted:

Applicant	Document Collected	Unique No. of the Document	Place of Issue	Issue Date	Expiry Date
First (POI)					
First (POA)					
Second (POI)					
Second (POA)					
Third (POI)					
Third (POA)					

For Branch Use		For HO Use			
Application Scrutinised by		Application scrutinised by	Signature scanned by	Account activated by	System data verified by
Employee Name & No.		Employee Name & No.			
Signature		Signature			

CRD USE ONLY

Remarks : _____

Verified by: Name of the Employee _____ Signature _____

For any queries you can contact us at the following address :

INSTRUCTIONS/CHECK LIST FOR FILLING KYC FORM

A. IMPORTANT POINTS:

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

B. PROOF OF IDENTITY (POI): - LIST OF DOCUMENTS ADMISSIBLE AS PROOF OF IDENTITY:

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

C. PROOF OF ADDRESS (POA): - List of documents admissible as Proof of Address: (*Documents having an expiry date should be valid on the date of submission.)

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

D. EXEMPTIONS/CLARIFICATIONS TO PAN

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

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

E. LIST OF PEOPLE AUTHORIZED TO ATTEST THE DOCUMENTS:

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

Received the application from Mr. / Ms. / Mrs. _____ as the sole/first applicant alongwith _____ and _____ as the second and third applicants respectively for opening of a I-Zone account. Your Unique Constituent Code(UCC) and Demat Client ID will be intimated to you on acceptance of your application and Registration as a client. Please quote the respective trading UCC Client Id/ Demat Client Id allotted to you in all your future correspondence.

Date : _____

Seal and Signature of the KSBL

**ACCOUNT OPENING KIT
INDEX OF DOCUMENTS**

S. No.	Name of the Document	Brief Significance of the Document	Page No
MANDATORY DOCUMENTS AS PRESCRIBED BY SEBI & EXCHANGES			
1	Account Opening Form	A. KYC form - Document captures the basic information about the constituent and an instruction/check list.	A-5
		B. Document captures the additional information about the constituent relevant to trading account and an instruction/check list.	A-9
2	Rights and Obligations	Document stating the Rights & Obligations of stock broker/trading member, sub-broker and client for trading on exchanges (including additional rights & obligations in case of internet/wireless technology based trading).	B-1*
3	Risk Disclosure Document (RDD)	Document detailing risks associated with dealing in the Securities market.	B-6*
4	Guidance note	Document detailing do's and don'ts for trading on exchange, for the education of the investors.	B-10*
5	Acknowledgement Letter	Acknowledgement of receipt of mandatory documents mentioned at Serial No. 2 to 4	A-14
6	Policies and Procedures	Document describing significant policies and procedures of the Stock Broker	A-15
7	Tariff sheet	Document detailing the rate/amount of brokerage and other charges levied on the client for trading on the stock exchange(s)	A-21
VOLUNTARY AND OPTIONAL DOCUMENTS AS PROVIDED BY THE STOCK BROKER			
8	Mandatory and Voluntary documents under Uniform documentary requirements of SEBI(Optional)	Voluntary or Optional Documents list to be executed by the client	C-1
9	Terms & Conditions for availment of facilities with KSBL (Optional)	Contains non mandatory (Optional) policies, procedures and rules to be acknowledged and followed by the client with respect to Exposures, Margins, Liquidation of positions, Settlements and other areas of operations during the course of relationship with KSBL and also with regard to online investments in investment products through KSBL.	C-2
10	Ten Point Undertaking/ Authorisation(Optional)	Client authorization for executing the client orders received over phone/in person at the branch office and Sundry declarations by the Client.	C-9
11	Consent for issuance of Electronic Contract Notes (Optional)	Client consent letter for receiving the contract notes by Email	C-11
12	Maintenance of Running Account (Optional)	Maintenance of Running Account	C-12
13	Mobile Declaration	Client consent letter for receiving the SMS alerts and trade relation confirmation on his Mobile	C-14
14	Power of Attorney towards execution of DP/Bank transactions by KSBL (Optional)	Applicant's consent for receiving DP statement on Internet (Mandatory for I-Zone A/c)	C-15
15	Mandate Form (Optional)	Where the client wishes to authorize a family member to operate his account	C-19
16	PMLA, 2002	Material on PMLA for client awareness	

* Booklet containing page no. B1 to B11 shall be handed over to the applicant against acknowledgement.

MANDATORY DOCUMENTS REQUIRED FOR DEMAT ACCOUNT			
17	Tariff Sheet	Document detailing the Annual Maintenance fee, Transaction fees and other charges levied on the client by Depository Participant.	D-1
18	CDSL Agreement	Agreement to be signed by applicants who intent to open and maintain Demat account with KSBL as DP of CDSL	D-2
19	NSDL Agreement	Agreement to be signed by applicants who intent to open and maintain Demat account with KSBL as DP of NSDL	D-4
20	Internet Agreement	Applicant's consent for receiving DP statement on Internet/Mandatory for I-Zone A/c	D-6

Name of Stock Broker/Trading Member : KARVY STOCK BROKING LIMITED

Name of the Clearing member:

Cash Segment : NSE & BSE : Karvy Stock Broking Limited

Derivatives : NSE F&O : ICICI Bank Limited ; SEBI REGISTRATION NO. INF231134745

NSE CDS Segment : IL&FS Securities Services Limited; SEBI REGISTRATION NO. INE231308334

MCX-SX CDS : IL&FS Securities Services Limited; SEBI REGISTRATION NO. INE261313337

SEBI Registration Number :

Trading Member:

NSE : CM INB230770138 dt 30.08.1995; F&O INF230770138 dt 26.03.2002; CDS INE230770138 dt 15.09.2008

BSE: CM INB010770130 dt 30.09.2004 ; F&O INF 010770131 dt 03.03.2009

MCX-SX : CM INB 260770137, F&O INF 260770137 dt 08.02.2013; CDS INE 260770138 dt 30.09.2008

Depository Participant

NSDL : IN-DP-NSDL-247-2005 dated September 1, 2010 CDSL :IN-DP-CDSL-305-2005 dated May 19, 2010.

N S D L - Demat Services DP ID IN300394 IN301557 IN301926 IN302470

C D S L - Demat Services DP ID 13014400

Registered office address : "KARVY HOUSE", 46, Avenue 4, Street No. 1, Banjara Hills, Hyderabad - 500 034. Ph : 040 – 2331 2454 , Fax: 040-23311968 Web site : www.karvy.com

Correspondence office address : Same as above

Compliance officer name : Mr. V. Murali Govind

Phone no. & Email id : 040-23388769; muraligovind.v@karvy.com

CEO name, phone no. & Email id : Mr. C. Parthasarathy, 040 2331 2454 & service@karvy.com

For any grievance/dispute please contact **Karvy Stock Broking Limited** at the above address or

Email for grievances (Broking & Depository Services) : service@karvy.com<mailto:service@karvy.com>

Phone no. 91-040-23312454

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

NSE : E-mail Id : ignse@nse.co.in & Phone No : 022 - 26598190

BSE : E-mail Id : is@bseindia.com & Phone No.: 022 - 2272 8097

MCX-SX : E-mail Id : investorcomplaints@mcx-sx.com & Phone No.: 022 - 6731 8933/ 9000

KNOW YOUR CLIENT (KYC) - APPLICATION FORM - FOR INDIVIDUAL
KARVY STOCK BROKING LIMITED, 46, Avenue 4, Street No. 1, Banjara Hills,
 Hyderabad 500 034; Ph : 040 – 2331 2454, Fax: 040-23311968

NEW CHANGE REQUEST (Please tick (3) the appropriate)

Please fill this form in **ENGLISH** and in **BLOCK LETTERS**

(Please tick ✓ the box on left margin of appropriate row where **CHANGE/CORRECTION** is required and provide the details in the corresponding row)

Acknowledgement No.

A IDENTITY DETAILS

1. Name of the Applicant

2. Father's/Spouse Name

3a. Gender Male Female 3b. Marital status Single Married 3c. Date of Birth | D | D | / | M | M | / | Y | Y | Y | Y |

4a. Nationality Indian Other (Please specify) _____

4b. Status Resident Individual Non Resident Foreign National

5a. PAN _____

5b. Unique Identification Number (UID) / Aadhaar, if any: _____

6. Specify Proof of Identity submitted PAN card Other (Please specify) _____

PHOTOGRAPH

Please affix your recent passport size photograph and sign across it

B ADDRESS DETAILS

1. Address for Correspondence

City / Town / Village _____ State _____ Country _____ Pin Code _____

2. Specify the Proof of Address submitted for Correspondence Address: _____

3. Contact Details

Tel. (Off.) _____ Fax _____

Tel. (Res.) _____ Mobile No _____

E-Mail Id. _____

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

City / Town / Village _____ State _____ Country _____ Pin Code _____

5. Specify the Proof of Address submitted for Permanent Address: _____

C OTHER DETAILS

1. Gross Annual Income Details (Please Specify) Income range per annum: Below ₹ 1 Lac ₹ 1-5 Lac ₹ 5-10 Lac ₹ 10-25 Lac More than ₹ 25 Lacs

OR

Net-worth (Net worth should not be older than 1 year) Amount ₹ _____ as on (date) | D | D | / | M | M | / | Y | Y | Y | Y |

2. Occupation (Please tick ✓ any one and give brief details):

Private Sector Public Sector Government Service Business Professional Agriculturist Retired

Housewife Student Others (Please specify) _____

3. Please tick, if applicable: Politically Exposed Person (PEP) Related to a Politically Exposed Person (PEP)

4. Any other information: _____

D DECLARATION

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

Date: | D | D | / | M | M | / | Y | Y | Y | Y |

Signature of the Applicant

FOR OFFICE USE ONLY

In Person Verification (IPV) Details:

Name of the person who has done the IPV: _____

Designation: _____ Employee ID: _____

Name of the Organization: _____

Date of IPV: | D | D | / | M | M | / | Y | Y | Y | Y |

Signature of the person who has done the IPV _____

Seal/Stamp of the Intermediary

- (Originals Verified) True copies of Documents received
- (Self Attested) Self Certified Document copies received

_____ Date _____ Signature of the Authorised Signatory

INSTRUCTIONS/CHECK LIST FOR FILLING KYC FORM

A. IMPORTANT POINTS:

- Self attested copy of PAN card is mandatory for all clients, including Promoters/Partners/Karta/Trustees and whole time directors and persons authorised to deal in securities on behalf of company/firm/others.
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- Sole proprietor must make the application in his individual name & capacity.
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- For foreign entities, CIN is optional; and in the absence of DIN no. for the directors, their passport copy should be given.
- In case of Merchant Navy NRI's, Mariner's declaration or certified copy of CDC (Continuous Discharge Certificate) is to be submitted.
- For opening an account with Depository participant or Mutual Fund, for a minor, photocopy of the School Leaving Certificate/Mark sheet issued by Higher Secondary Board/Passport of Minor/Birth Certificate must be provided.
- Politically Exposed Persons (PEP) are defined as individuals who are or have been entrusted with prominent public functions in a foreign country, e.g., Heads of States or of Governments, senior politicians, senior Government/judicial/ military officers, senior executives of state owned corporations, important political party officials, etc.

B. Proof of Address (POA) - List of documents admissible as Proof of Identity:

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

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

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

- Passport/ Voters Identity Card/ Ration Card/ Registered Lease or Sale Agreement of Residence/ Driving License/ Flat Maintenance bill/ Insurance Copy.
- Utility bills like Telephone Bill (only land line), Electricity bill or Gas bill - Not more than 3 months old.

- Bank Account Statement/Passbook -- Not more than 3 months old.
- Self-declaration by High Court and Supreme Court Judges, giving the new address in respect of their own accounts.
- Proof of address issued by any of the following: Bank Managers of Scheduled Commercial Banks/Scheduled Co-Operative Bank/Multinational Foreign Banks/Gazetted Officer/Notary public/Elected representatives to the Legislative Assembly/Parliament/Documents issued by any Govt. or Statutory Authority.
- Identity card/document with address, issued by any of the following: Central/State Government and its Departments, Statutory/Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions, Colleges affiliated to Universities and Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council etc., to their Members.
- For FII/sub account, Power of Attorney given by FII/sub-account to the Custodians (which are duly notarized and/or apostilled or consularised) that gives the registered address should be taken.
- The proof of address in the name of the spouse may be accepted.

D. Exemptions/clarifications to PAN

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

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

E. List of people authorised to attest the documents:

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

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

Types of entity	Documentary requirements
Corporate	<input type="checkbox"/> Copy of the balance sheets for the last 2 financial years (to be submitted every year). <input type="checkbox"/> Copy of latest share holding pattern including list of all those holding control, either directly or indirectly, in the company in terms of SEBI takeover Regulations, duly certified by the company secretary/Whole time director/MD (to be submitted every year). <input type="checkbox"/> Photograph, POI, POA, PAN and DIN numbers of whole time directors/two directors in charge of day to day operations. <input type="checkbox"/> Photograph, POI, POA, PAN of individual promoters holding control - either directly or indirectly. <input type="checkbox"/> Copies of the Memorandum and Articles of Association and certificate of incorporation. <input type="checkbox"/> Copy of the Board Resolution for investment in securities market. <input type="checkbox"/> Authorised signatories list with specimen signatures.
Partnership firm	<input type="checkbox"/> Copy of the balance sheets for the last 2 financial years (to be submitted every year). <input type="checkbox"/> Certificate of registration (for registered partnership firms only). <input type="checkbox"/> Copy of partnership deed. <input type="checkbox"/> Authorised signatories list with specimen signatures. <input type="checkbox"/> Photograph, POI, POA, PAN of Partners.
Trust	<input type="checkbox"/> Copy of the balance sheets for the last 2 financial years (to be submitted every year). <input type="checkbox"/> Certificate of registration (for registered trust only). <input type="checkbox"/> Copy of Trust deed. <input type="checkbox"/> List of trustees certified by managing trustees/CA. <input type="checkbox"/> Photograph, POI, POA, PAN of Trustees.
HUF	<input type="checkbox"/> PAN of HUF. <input type="checkbox"/> Deed of declaration of HUF/ List of coparceners. <input type="checkbox"/> Bank pass-book/bank statement in the name of HUF. <input type="checkbox"/> Photograph, POI, POA, PAN of Karta.
Unincorporated association or a body of individuals	<input type="checkbox"/> Proof of Existence/Constitution document. <input type="checkbox"/> Resolution of the managing body & Power of Attorney granted to transact business on its behalf. <input type="checkbox"/> Authorised signatories list with specimen signatures.
Banks/ Institutional Investors	<input type="checkbox"/> Copy of the constitution/registration or annual report/balance sheet for the last 2 financial years. <input type="checkbox"/> Authorised signatories list with specimen signatures.
Foreign Institutional Investors (FII)	<input type="checkbox"/> Copy of SEBI registration certificate. <input type="checkbox"/> Authorised signatories list with specimen signatures.
Army/ Government Bodies	<input type="checkbox"/> Self-certification on letterhead. <input type="checkbox"/> Authorised signatories list with specimen signatures.
Registered Society	<input type="checkbox"/> Copy of Registration Certificate under Societies Registration Act. <input type="checkbox"/> List of Managing Committee members. <input type="checkbox"/> Committee resolution for persons authorised to act as authorised signatories with specimen signatures. <input type="checkbox"/> True copy of Society Rules and Bye Laws certified by the Chairman/Secretary.

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 Hyderabad 500 034; Ph : 040 – 2331 2454, Fax: 040-23311968

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(Please tick ✓ the box on left margin of appropriate row where **CHANGE/CORRECTION** is required and provide the details in the corresponding row)

Acknowledgement No.

A IDENTITY DETAILS

1. Name of the Applicant

2. Father's/Spouse Name

3a. Gender Male Female 3b. Marital status Single Married 3c. Date of Birth | D | D | / | M | M | / | Y | Y | Y | Y |

4a. Nationality Indian Other (Please specify) _____

4b. Status Resident Individual Non Resident Foreign National

5a. PAN _____

5b. Unique Identification Number (UID) / Aadhaar, if any: _____

6. Specify Proof of Identity submitted PAN card Other (Please specify) _____

PHOTOGRAPH

Please affix your recent passport size photograph and sign across it

B ADDRESS DETAILS

1. Address for Correspondence

City / Town / Village _____ State _____ Country _____ Pin Code _____

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Tel. (Off.) _____ Fax _____
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2. Occupation (Please tick ✓ any one and give brief details):

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Housewife Student Others (Please specify) _____

3. Please tick, if applicable: Politically Exposed Person (PEP) Related to a Politically Exposed Person (PEP)

4. Any other information: _____

D DECLARATION

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

Date: | D | D | / | M | M | / | Y | Y | Y | Y |

Signature of the Applicant

FOR OFFICE USE ONLY

In Person Verification (IPV) Details:

Name of the person who has done the IPV: _____

Designation: _____ Employee ID: _____

Name of the Organization: _____

Date of IPV: | D | D | / | M | M | / | Y | Y | Y | Y |

Signature of the person who has done the IPV _____

Seal/Stamp of the Intermediary

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

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

1. Passport/ Voters Identity Card/ Ration Card/ Registered Lease or Sale Agreement of Residence/ Driving License/ Flat Maintenance bill/ Insurance Copy.
2. Utility bills like Telephone Bill (only land line), Electricity bill or Gas bill - Not more than 3 months old.

3. Bank Account Statement/Passbook -- Not more than 3 months old.
4. Self-declaration by High Court and Supreme Court Judges, giving the new address in respect of their own accounts.
5. Proof of address issued by any of the following: Bank Managers of Scheduled Commercial Banks/Scheduled Co-Operative Bank/Multinational Foreign Banks/Gazetted Officer/Notary public/Elected representatives to the Legislative Assembly/Parliament/Documents issued by any Govt. or Statutory Authority.
6. Identity card/document with address, issued by any of the following: Central/State Government and its Departments, Statutory/Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions, Colleges affiliated to Universities and Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council etc., to their Members.
7. For FII/sub account, Power of Attorney given by FII/sub-account to the Custodians (which are duly notarized and/or apostilled or consularised) that gives the registered address should be taken.
8. The proof of address in the name of the spouse may be accepted.

D. Exemptions/clarifications to PAN

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

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

E. List of people authorised 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, authorised officials of overseas branches of Scheduled Commercial Banks registered in India, Notary Public, Court Magistrate, Judge, Indian Embassy /Consulate General in the country where the client resides are permitted to attest the documents.

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

Types of entity	Documentary requirements
Corporate	<input type="checkbox"/> Copy of the balance sheets for the last 2 financial years (to be submitted every year). <input type="checkbox"/> Copy of latest share holding pattern including list of all those holding control, either directly or indirectly, in the company in terms of SEBI takeover Regulations, duly certified by the company secretary/Whole time director/MD (to be submitted every year). <input type="checkbox"/> Photograph, POI, POA, PAN and DIN numbers of whole time directors/two directors in charge of day to day operations. <input type="checkbox"/> Photograph, POI, POA, PAN of individual promoters holding control - either directly or indirectly. <input type="checkbox"/> Copies of the Memorandum and Articles of Association and certificate of incorporation. <input type="checkbox"/> Copy of the Board Resolution for investment in securities market. <input type="checkbox"/> Authorised signatories list with specimen signatures.
Partnership firm	<input type="checkbox"/> Copy of the balance sheets for the last 2 financial years (to be submitted every year). <input type="checkbox"/> Certificate of registration (for registered partnership firms only). <input type="checkbox"/> Copy of partnership deed. <input type="checkbox"/> Authorised signatories list with specimen signatures. <input type="checkbox"/> Photograph, POI, POA, PAN of Partners.
Trust	<input type="checkbox"/> Copy of the balance sheets for the last 2 financial years (to be submitted every year). <input type="checkbox"/> Certificate of registration (for registered trust only). <input type="checkbox"/> Copy of Trust deed. <input type="checkbox"/> List of trustees certified by managing trustees/CA. <input type="checkbox"/> Photograph, POI, POA, PAN of Trustees.
HUF	<input type="checkbox"/> PAN of HUF. <input type="checkbox"/> Deed of declaration of HUF/ List of coparceners. <input type="checkbox"/> Bank pass-book/bank statement in the name of HUF. <input type="checkbox"/> Photograph, POI, POA, PAN of Karta.
Unincorporated association or a body of individuals	<input type="checkbox"/> Proof of Existence/Constitution document. <input type="checkbox"/> Resolution of the managing body & Power of Attorney granted to transact business on its behalf. <input type="checkbox"/> Authorised signatories list with specimen signatures.
Banks/ Institutional Investors	<input type="checkbox"/> Copy of the constitution/registration or annual report/balance sheet for the last 2 financial years. <input type="checkbox"/> Authorised signatories list with specimen signatures.
Foreign Institutional Investors (FII)	<input type="checkbox"/> Copy of SEBI registration certificate. <input type="checkbox"/> Authorised signatories list with specimen signatures.
Army/ Government Bodies	<input type="checkbox"/> Self-certification on letterhead. <input type="checkbox"/> Authorised signatories list with specimen signatures.
Registered Society	<input type="checkbox"/> Copy of Registration Certificate under Societies Registration Act. <input type="checkbox"/> List of Managing Committee members. <input type="checkbox"/> Committee resolution for persons authorised to act as authorised signatories with specimen signatures. <input type="checkbox"/> True copy of Society Rules and Bye Laws certified by the Chairman/Secretary.

PART II – ACCOUNT OPENING FORM (for Individuals)
DP & TRADING ACCOUNT RELATED DETAILS

<p align="center">KARVY STOCK BROKING LIMITED</p> <p>46, Avenue 4, Street No 1, Banjara Hills, Hyderabad – 500 034 Ph: +91-40-23312454; Fax : +91-40-23311968 NSDL : DP ID : <input type="checkbox"/> IN300394 <input type="checkbox"/> IN301557 <input type="checkbox"/> IN301926 <input type="checkbox"/> IN302470 CDSL : DP ID : <input type="checkbox"/> 13014400</p>				<p align="center">Client Id (To be filled by Participant)</p> <table border="1" style="width:100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width:12.5%;"></td> <td style="width:12.5%;"></td> <td style="width:12.5%;"></td> <td style="width:12.5%;"></td> <td style="width:12.5%;"></td> <td style="width:12.5%;"></td> <td style="width:12.5%;"></td> <td style="width:12.5%;"></td> </tr> </table> <p align="center">Date</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:12.5%; text-align:center;">D</td> <td style="width:12.5%; text-align:center;">D</td> <td style="width:12.5%; text-align:center;">M</td> <td style="width:12.5%; text-align:center;">M</td> <td style="width:12.5%; text-align:center;">Y</td> <td style="width:12.5%; text-align:center;">Y</td> <td style="width:12.5%; text-align:center;">Y</td> <td style="width:12.5%; text-align:center;">Y</td> </tr> </table>												D	D	M	M	Y	Y	Y	Y
D	D	M	M	Y	Y	Y	Y																
<p>I / We request you to open a Depository and / or Trading Account in my/our names as per the following details.(Please fill all the details in CAPITAL LETTERS only)</p>																							
A. DETAILS OF ACCOUNT HOLDER(S)																							
				Name				PAN															
Sole/First Holder																							
Second Holder ^s																							
Third Holder ^s																							
<p>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:</p>																							
a. Name				b. PAN																			
Type of Account :																							
<input type="checkbox"/> Ordinary Resident		<input type="checkbox"/> NRI – Non Repatriable		<input type="checkbox"/> Promoter		<input type="checkbox"/> Others (Please Specify)																	
<input type="checkbox"/> Margin		<input type="checkbox"/> NRI – Repatriable		<input type="checkbox"/> Foreign National																			
B. BANK ACCOUNT(S) DETAILS																							
Bank Name (through which transaction will generally be routed. Details designated bank for payouts, dividends, redemption credits) & Branch Address																							
		City / Town / Village :				State :																	
		Country :				Pin Code																	
ACCOUNT NO																							
ACCOUNT TYPE		<input type="checkbox"/> Savings <input type="checkbox"/> Current <input type="checkbox"/> NRE <input type="checkbox"/> NRO <input type="checkbox"/> Others (Please Specify)																					
MICR CODE*																							
IFSC CODE*																							
RBI Reference No. & Approval Date (In case of NRI/FN)								<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:12.5%; text-align:center;">D</td> <td style="width:12.5%; text-align:center;">D</td> <td style="width:12.5%; text-align:center;">M</td> <td style="width:12.5%; text-align:center;">M</td> <td style="width:12.5%; text-align:center;">Y</td> <td style="width:12.5%; text-align:center;">Y</td> <td style="width:12.5%; text-align:center;">Y</td> <td style="width:12.5%; text-align:center;">Y</td> </tr> </table>		D	D	M	M	Y	Y	Y	Y						
D	D	M	M	Y	Y	Y	Y																
Alternate / Additional Bank Name & Branch Address (Only for Trading Account)																							
		PIN CODE:																					
		City / Town / Village :																					
		State : _____ Country : _____																					
ACCOUNT NO																							
ACCOUNT TYPE		<input type="checkbox"/> Savings <input type="checkbox"/> Current <input type="checkbox"/> NRE <input type="checkbox"/> NRO <input type="checkbox"/> Others (Please Specify)																					
MICR CODE*																							
IFSC CODE*																							

G. ADDITIONAL DETAILS

<ul style="list-style-type: none"> Whether you wish to receive physical contract note or Electronic Contract Note (ECN). (Please specify any one in your own handwriting.) 	<input type="checkbox"/> YES, I wish to receive Electronic Contract note and my Email is : _____ @ _____
	<input type="checkbox"/> No I wish to receive _____ (Physical) Contract Note Signature of the Applicant _____ X
<ul style="list-style-type: none"> Whether you wish to avail of the facility of Internet trading/Wireless Technology (Please specify any one in your own handwriting) 	<input type="checkbox"/> YES, I wish to avail the facility of _____
	<input type="checkbox"/> No, if NO, reason _____ Signature of the Applicant _____ X

Note : In case, client wish to avail the facility of Internet trading/Wireless Technology, Email Id is mandatory and client should opt for ECN facility.

- Number of years of Investment/Trading Experience _____
- In case of Non Individuals, Name, Designation, PAN, UID, Signature, Residential address and photographs of persons authorized to deal in securities on behalf of company/firm /others. A separate Annexure to Account opening form needs to be enclosed.
- Any other information: _____

a. Optional : Please provide me / us facility of investing in other Financial Products through Online.

Financial Product	Signature	Financial Product	Signature
IPO	x	BONDS	x
Corporate Fixed Deposits	x	Mutual Fund	x
Others Please specify	x		

b. Any other details : Please specify
H. INTRODUCER DETAILS (Optional)

Name of the Introducer _____
Surname _____ Name _____ Middle Name _____

Status of the Introducer: Sub-Broker Remisier Authorized Person Existing Client Others Please Specify _____

Address of the Introducer : _____

Phone No. _____ Signature of the Introducer _____ X

I. STANDING INSTRUCTIONS

1	I/We authorize you to receive credits automatically into my/our account In accordance with Regulation 42(b) of SEBI(D&P) Regulations (default is Yes)	<input type="checkbox"/> Yes	<input type="checkbox"/> No (Default is No for NRIs)
2	Account to be operated through Power of Attorney (POA)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3	SMS Alert facility [Mandatory if you are giving Power of Attorney(POA). Ensure that the mobile number is provided in the KYC Application Form		
	Sr. No	Holder	Yes
	1	Sole/First Holder	<input type="checkbox"/>
	2	Second Holder	<input type="checkbox"/>
	3	Third Holder	<input type="checkbox"/>
	Account Statement Requirement	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Fortnightly <input type="checkbox"/> Monthly	
Easi	<input type="checkbox"/> Yes. If yes, please contact your DP for details (Facility through CDSL's web site:www.cdslindia.com wherein a BO can view his ISIN balances, transactions and value of the portfolio online)	<input type="checkbox"/> No	

J. 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 the minor(to be signed by guardian)]

Guardian Name	_____
PAN	_____
Relationship of Guardian with minor	_____

K. NOMINATION OPTION (for Individuals only) (To be filled in by individual applying singly or jointly)(Applicable for only new Demat account. For existing Demat Account separate nomination request has to be provided)

 I/We wish to make a nomination (As per details given below) I/We do not wish to make a nomination (Strike off the nomination details below)

Nomination Details : I/We wish to make a nomination and do hereby nominate the following person in whom all rights and /or amount payable in respect of securities held in the Depository by me/us in the said beneficiary owner account and Mutual Fund Holdings and Broking ledger balances shall best in the event on my/our death.

1. Name of the Nominee (Mr./Ms.) Please submit copy of the PAN of the Nominee PAN of Nominee		Recent Passport Size photograph of Nominee to be pasted. Signature of Nominees across the photograph
2. Relationship with the Sole/ first Applicant		
3. Address of the Nominee		
	State: _____ Pin Code _____	
	Country: _____	
4. Contact details of the Nominee	Telephone (Off) : _____ Tel. (Res.): _____	
	Fax No.: _____ Mobile No.: _____	
	Email Id : _____	
5. Signature of Nominee	X	

To be filled-up (Sr. No. 6-11) only if nominee is a minor: *In case of Nominee is Minor attach a copy of Birth Certificate

6. Date of Birth of Nominee*(in case of minor nominee)

If Nominee is a minor, details of Guardian

7. Name of the Guardian (Mr./Ms.) (In case of minor nominee) Please submit copy of the PAN of Guardian PAN of Guardian		Photograph of Guardian (for minor nominee) Signature of guardian across photograph
8. Address of Guardian		
	State _____ Pin Code _____	
	Country _____	
9. Contact details of Guardian	Tel. (Off): _____ Tel. (Res.) _____	
	Fax No. _____ Mobile No. _____	
	Email Id _____	
10. Relationship of Guardian with nominee		
11. Signature of Guardian	X	

Signature of two witnesses for nomination (Only applicable in case the account holder has made nomination)

Name		Name	
Address		Address	
Signature with date	X	Signature with date	X

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.(Non Residents and Foreign Nationals are allowed to trade subject to RBI and FEMA guidelines.)

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

DECLARATION

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

Place -----

(X-----)

Date -----

Signature of the Applicant

FOR OFFICE USE ONLY

UCC Code allotted to the Client: _____

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

I / We undertake that we have made the client aware of 'Policy and Procedures', tariff sheet and all the non-mandatory documents. I/We have also made the client aware of 'Rights and Obligations' document (s), RDD and Guidance Note. I/We have given/sent him a copy of all the KYC documents. I/We undertake that any change in the 'Policy and Procedures', tariff sheet and all the non-mandatory documents would be duly intimated to the clients. I/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.

Signature of the Authorised Signatory

Seal/Stamp of the stock broker

Date -----

INSTRUCTIONS / CHECK LIST

1. Additional documents in case of trading in derivatives segments - illustrative list:

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

**In respect of other clients, documents as per risk management policy of the stock broker need to be provided by the client from time to time.*

2. Copy of cancelled cheque leaf/ pass book/bank statement specifying name of the constituent, MICR Code or/and IFSC Code of the bank should be submitted.
3. Demat master or recent holding statement issued by DP bearing name of the client.
4. For individuals:
 - a. Stock broker has an option of doing 'in-person' verification through web camera at the branch office of the stock broker/sub-broker's office.
 - b. In case of non-resident clients, employees at the stock broker's local office, overseas can do in-person' verification. Further, considering the infeasibility of carrying out 'In-person' verification of the non-resident clients by the stock broker's staff, attestation of KYC documents by Notary Public, Court, Magistrate, Judge, Local Banker, Indian Embassy / Consulate General in the country where the client resides may be permitted.

To

Karvy Stock Broking Limited

"KARVY HOUSE"

46, Avenue 4, Street No.1,

Banjara Hills,

Hyderabad - 500 034.

Sub: Acknowledgement

This is to acknowledge to receipt of following numbers

Sl. No	Brief significance of the Document	Page No.
1.	Rights and Obligations	B-1 - 5
2.	Risk Disclosure document (RDD)	B-6 - 9
3.	Guidance Note	B-10 - 11

I further state and confirm that I have read and understood all the clauses of aforesaid document.

I also confirm that I have received the relevant clarifications, if any, wherever required from the officials of **Karvy Stock Broking Limited**.

Yours faithfully,

X _____
Applicant's Signature

Name of the Applicant : _____

Address : _____

Date: ____/____/____

SIGNIFICANT POLICIES AND PROCEDURES OF KARVY STOCK BROKING LIMITED

PURSUANT TO SEBI'S CIRCULAR MIRSD/SE/CIR-19/2009 DATED DECEMBER 3, 2009

1. Refusal of order for Penny stocks:

- KSBL shall have the absolute discretion to accept, refuse or partially accept any buy or sell order for execution from a client in respect of penny stocks, illiquid stocks, stocks having low liquidity, illiquid "options", far month "options", writing of "options", stocks in S,Z and B2 category and any other contracts which as per the perception of KSBL are extremely volatile or subject to Market manipulation.
- KSBL may permit restrictive acceptance of orders in such scrips/contracts in controlled environments like asking clients to place orders at a centralized desk at HO instead of allowing trading in such scrips/Contracts at branch level or through Online trading platform. KSBL shall not be responsible for delay in execution of such orders and consequential opportunity loss or financial loss to the client.
- KSBL may cancel orders in such scrips received from clients before execution or after partial execution without assigning any reasons thereof. KSBL may seek appropriate declarations from the clients before accepting such orders.
- KSBL shall have the prerogative to place such restrictions, notwithstanding the fact that the client has adequate credit balance or margin available in his account and/or the client had previously purchased or sold such securities / contracts through KSBL itself.

2. Risk Management Policy:

Setting up client's Exposure limits:

Client-wise differential Limits:

KSBL shall have the prerogative to allow differential purchase limits and sell limits varying from client to client, depending upon credit worthiness, integrity and track record of each client.

KSBL shall have the prerogative to determine and prescribe rules for exposure limits for trading in "CM", "F&O" and other products. The client cannot claim any minimum level of exposure, as a matter of right.

- **Purchase Limit:** KSBL may provide a exposure limit for intraday and delivery based purchases by a client which would be a multiple (varying between one to four times) of the clear ledger balance in the account of the client plus value of paid up collaterals computed after appropriate haircut. The value of the "multiple" and the "haircut" is decided by KSBL based on Market Volatility and quality of collaterals.
- **Sell Limit:** KSBL may provide a sell limit to the client equivalent to the value of securities held by the client in his POA enabled Demat account plus the collateral held by KSBL on behalf of the client in its Beneficiary and Margin Pool account after making appropriate adjustments for the unsettled delivery positions of the client.
- **Exposure for DERIVATIVE:** KSBL may provide exposure for Derivative trading on availability of initial margin (SPAN + Exposure) in the form of cash and approved securities (with appropriate hair cut).
- KSBL has the discretion to decide the stocks which can be provided by client as margin/collateral. Where the client has authorized KSBL through POA, KSBL may transfer securities from client's DP account to its Margin account towards the exposure utilized in "Capital Market" and Derivative segment and to clear the Margin shortfall and other dues, if any.
- KSBL has the discretion to decide whether the margin will be taken in cash or in stocks and/or whether to consider uncleared cheques/ bank drafts / pay-orders deposited by the client with KSBL as margin until KSBL receives clear proceeds in its bank account. Even though the client might be having adequate margins in the form of stocks, KSBL may demand the margins in cash, depending on market conditions and/or track record of the client.

T+5 liquidation Policy: As per KSBL's internal guidelines a client is not allowed to carry forward debits beyond T+5 days. In the event debits are not paid, Risk Management Team at Head Office has the right, without any obligations, to liquidate securities of the client to the extent of the debit balance which is more than 2 days old. KSBL may hold securities, even in cases where the client has debit balance beyond T+5 day, at the sole risk and responsibility of the client. Only the cheques received and updated in the client's ledger and trades executed up to 12:30 PM on T+5 are taken into account before liquidation.

Payments of Margins: The client is required to pay all the applicable margins within the stipulated time prescribed by Exchanges/ SEBI/KSBL. Client is advised to monitor the adequacy of the collaterals and the market value of such securities given as collaterals on a continuous basis more particularly in volatile markets. If due to price fluctuations, there is erosion in the value of securities given as

margins, the client is required to replenish shortfall in the value of margins immediately, whether or not KSBL intimates client of such shortfall.

Automatic Square off for Intraday Transaction: Where a client places an intraday online buy/sell order, which gets converted into a trade, and the client does not square off "open" intra-day position by 3:10 pm, then all outstanding intra-day positions are squared-off through an automated batch process. All square off orders may get executed at prevalent market rate anytime between 3:12 pm to 3:30 pm. In case the scrip goes for buy / sell freeze, square off trade may not get executed. It may result in "auction" loss or close out loss to the client. Where the client is short and may result in conversion of Intra-day purchase into delivery based purchase where client is long and the client agrees to pay for the same.

3. Applicable Brokerage Rates

Brokerage shall be applied as per the rates agreed upon with the client in the KYC at the time of registration of the client and/or subsequently through a written agreement between the client and KSBL. The rate of Brokerage shall not exceed the maximum brokerage permissible under Exchange bye-laws.

The slab rates of brokerage fixed by KSBL are function of the quality and cost of services provided to the client and the volume and revenue expected from an account. It shall be reviewed by the KSBL from time to time and may be increased with prospective effect at a notice of 15 days sent to the E-mail address or postal address of the client registered with KSBL.

The following fees/charges are in addition to the brokerage:

DP Annual maintenance fees

DP transaction charges / Pledge / Re-pledge / Demat / Remat charges

DP Inter settlement charges/Inter segment charges (minimum of Rs 10 per scrip per transaction)

Account Opening charges

Delayed Payment Penalty (DPP) charges

Penalties levied by Exchange

Research advisory charges

Courier charges

Handling charges

Bank charges towards the cheques received unpaid,

DP, Bank and other processing charges towards periodic settlement of Funds/Securities on periodic basis

Statutory charges payable to Exchange/SEBI/Govt. Authorities, etc.

SEBI/Exchange/Clearing Member Turnover charges

Other out of pocket and service related charges

Minimum Brokerage per Scrip

KSBL offers its clients brokerage rates in percentage term, with a minimum brokerage charged per scrip, which is defined in terms of paise per scrip. Value of brokerage per scrip is worked out on both formulae and higher of the two is applied to arrive at final brokerage levied on a transaction.

Illustration on computation of Brokerage charged in the Contract note for a given scrip X					
	Delivery	Intra day			
Applicable Brokerage	1%	0.50%			
Minimum per share	10 paise per scrip	5 paise per scrip			
	Formula/ values	Delivery Based		Intra day	
NARRATION	Formula	Scrip value < Rs 10	Scrip value > Rs 10	Scrip value < Rs 10	Scrip value > Rs 10
Market Rate per scrip	Mkt Rate	0.30	50	4	50
Number of shares	In Qty	100	100	100	100
Value of Trade		30	5000	400	5000
Brokerage per Scrip on Percentage Basis	Mkt Rate x Applicable Brokerage	0.003	0.50	0.02	0.25
Brokerage per Scrip on minimum paise Basis	Minimum per share	0.10	0.10	0.05	0.05
Higher of the two mentioned above		0.10	0.500	0.05	0.25
Hence brokerage applied for 100 shares in Rs.	Qty x brokerage per share	10	50	5	25

Handling charges:

Where clients place orders of very small value resulting in brokerage accrued there upon less than Rs. 25 per contract, the handling charges shall be levied as follows:

- 1) The clients generating brokerage less than Rs. 25 per contract, per exchange segment, would be levied handling charges such that sum of brokerage plus handling charges becomes equal to Rs. 25.
- 2) Details of brokerage and handling charges will be reflected separately in the contract notes.
- 3) Service tax will also be levied on the "handling charges" at the applicable rates.

Illustration of a case where clients has made a delivery based and Intra-day trade and where Handling charges are applicable

ILLUSTRATION	Formula/ values	Delivery Based	Intra day
NARRATION	Formula	Scrip A	Scrip B
Market Rate per scrip	Mkt Rate	20	8
Number of shares	In Qty	50	100
Brokerage per Scrip on Percentage Basis	Mkt Rate x Applicable Brokerage	0.2	0.05
Brokerage per Scrip on minimum paise Basis	Minimum per share	0.1	0.05
Higher of the two mentioned above		0.20	0.05
Hence brokerage applied for 50/100 shares in Rs.	Qty x brokerage per share	10	5
Brokerage Charges as per contract		15	
Handling Charges as per contact		10	
Brokerage and Handling charges		25	

4. Imposition of Penalty / delayed payment charges by either party, specifying the rate and the period

Delayed Payment Penalty charges / Charges on Exposure against collaterals:

Pursuant to Exchange Bye-laws, the Member broker is currently required to make pay-in of funds to the Exchange by T+2 morning and arrange delivery of securities to the Exchange latest by T+2 morning. Further Member broker is also required to maintain adequate upfront margins with the Exchange to avail exposure for trading. The Exchanges have also defined the ratios in which the cash and collaterals are to be deposited and maintained by the Member broker. In addition the Exchange requires the member broker to deposit some of the margins like MTM, in Cash only.

In order to enforce financial discipline, KSBL charges Delayed Payment Penalty (DPP) charges not exceeding 2% per month, on account of delays/failure by the client in meeting the pay-in obligations on the scheduled date and also where the clients take exposure in "F&O" segment by depositing collaterals in a ratio which is disproportionate to the Cash versus collaterals ratios prescribed by the Exchanges.

While levying Delayed Payment Penalty (DPP) charges on the debit balance in the running account of a client, KSBL does not consider any credit balance in other family or group account of the client.

Penalties levied by Exchanges:

Exchanges levy various penalties on the Trading Members on auction resulting from short deliveries, non adherence to client-wise exposure limits, client-wise shortfall in F&O Margin and for other reasons which may be defined by the Exchange and SEBI from time to time. KSBL shall recover from the client any penalty imposed by the Exchange/SEBI and or any other regulatory authority on KSBL, which arises on account of the violation by the client.

Interest Free Margin/ Deposits:

KSBL provides exposure against the upfront margin received in the form of cash / collateral from the client and the client also has the prerogative to demand withdrawal of cash and collaterals at his discretion. KSBL does not pay any interest or other benefit to the client for maintaining cash balances or paying advance deposit / subscription for concessional brokerage schemes or depositing collateral margins with KSBL.

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

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

a. Unpaid Securities in Capital Market:

- i. In case of unpaid obligation on T+5, KSBL may sell the unpaid/ partially paid securities. In addition KSBL may sell the collaterals deposited by the client towards margins and/ or paid securities purchased by the client in earlier settlements where the sale of proceeds of unpaid securities are inadequate to cover the pay-in obligations and/ where the unpaid securities appear to be comparatively illiquid and cannot be sold at reasonable rates to the extent required.
- ii. KSBL may follow the LIFO method for liquidation of securities but it shall not be binding on KSBL to follow this method in all cases where some of the unpaid positions are not liquid.

b. The margin shortfall in F&O:

- i. Positions of the client may be closed out to the extent of margin shortfall on the T+1 basis.
- ii. While computing margin shortfall, value of unapproved securities shall not be considered.
- iii. As per the current Exchange requirements, the Member Broker is required to maintain a specified ratio between cash component and collaterals margin deposited with the Exchange. KSBL shall therefore have the prerogative to insist for 50% of margin in cash and may not consider the value of securities over and above the cash component for the purpose of calculating margins shortfall and close the "F&O" position where it finds the deviation. However, sales made in Capital Market segment are not considered while closing F&O positions on T+1 basis due to margin shortfall.

c. Intra-day Positions:

KSBL shall have right, without any obligation on its part, to close any intra-day positions taken by the client after a defined "Cut-off" time (Presently 20 minutes before the close of the market).

d. General Rules for closing Positions :

- i. While selling the securities/ closing the clients positions, KSBL may take into account the sales made by the client, positions closed by the client or collections received from the client till a cut-off time (presently 12.45pm).
- ii. If client has placed any limit orders, which are not executed by 12:45 pm, the client must cancel pending orders as otherwise it may lead to double sale of same securities leading to short sale and consequential loss due to auction or close out.
- iii. While selling the securities/ closing the client's positions, KSBL may not take into consideration Cheques/Bank drafts/Pay orders deposited by the client with KSBL until clear proceeds of such instruments are received by KSBL in its bank account.

- iv. KSBL has the right to sell client's securities or close out client's open positions but it shall not be under any obligations to undertake this exercise compulsorily. KSBL is therefore under no obligation to compensate/ or provide reasons of any delay or omission on its part to sell client's securities or close open positions of the client.

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

KSBL shall have the right to adopt a policy of its choice for internal auctions arising out of internal netting of trades and charge to the defaulter seller and compensate the impacted purchaser as per the said policy, which may be amended from time to time with prospective effect after publishing the same on the corporate website.

Current Internal Auction Rules: Shares delivered short by a client are auctioned at the Exchange, if KSBL has net obligation to the Exchange. In case shares delivered short by a client are adjusted against the delivery to be received from the Exchange on behalf of another client of KSBL, then the short delivery is closed as per internal auction rules. Internal auction price is calculated on the basis of Trading day weighted average price and auction day closing price, whichever is higher, which is further marked up by the following percentages

Scrip Value Rs. 0.00 to 20.00 : 10%

Scrip Value Rs. 20.05 to 250.00: 5%

Scrip Value Rs. 250.05 and above : 2%

Trading day weighted average price = Total Traded Volume / Total Traded Qty

7. 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 following are the conditions, in which KSBL may, not allow the client to take further position or may close client's existing positions.

a. All Markets:

Where client is not having adequate margins as per conditions defined in Risk Management policy under Section 2.

b. Capital Market:

- i. Where the client has not able to meet his pay-in obligation in cash by the schedule date of pay in irrespective of the value of collaterals available with KSBL.
- ii. Clear proceeds of the cheque deposited by the client to meet the pay-in obligations has not yet been received by KSBL.
- iii. Where the client is trading in "illiquid" scrips and volumes in his account exceed internal cut off limit fixed by KSBL.
- iv. Where KSBL's exposure at "house level" in a specific scrip / contract exceeds the internal limits fixed by KSBL.

c. Derivative Segment

- i. Where the client has not met Market to Market loss in cash
- ii. Where the "open" positions in a contract exceed or are close to market wide cut-off limits
- iii. Where the client's position is close to client-wise permissible "open" positions
- iv. Where there is shortfall in Clients margin.

d. Intra-day:

Clients will not be able to place intra-day orders after a cut-off time fixed by KSBL. (Presently 20 minutes prior to close of market)

e. Event Based: Where based on happening of an event, KSBL has the risk perception that further trading in a particular or group of securities/ contracts may not be interest of its clients and/or the market irrespective of the fact whether the clients have taken position in the given securities/contracts during earlier part of the day through KSBL itself.

8. Temporarily Suspending or Closing a Client's Account at the Client's request

KSBL may carry a periodic review of the client accounts and may suspend the accounts from Trading in the following circumstances, after the closing/squaring off open positions:

- Where the client is inactive for more than six months
- Where the client has not cleared the naked or uncovered debits which are more than 7 days' old.
- Where the account is under investigation by any regulatory body.
- Based on the recommendations made by the Branch Manager due to excessive speculations, un-cleared balances.
- Where Physical contract notes are received back undelivered due to reasons like "no such person", "addressee left", refusal of client to accept mails, POD's signed by the third persons, signature mismatch on POD's or other reasons which may create suspicion.
- DCN failed (Bounced email) on more than 3 instances until client submits and registers new email id.
- Statement of Account sent on periodic basis.
- Non updation of communications details viz., email id, Mobile no, Land line details or it is found to be belonging to a third person.

- Client lodges a compliant either directly with KSBL or through Exchange relating alleged unauthorized Trades being executed in client’s account, which is under investigation and found to be false.
- On notices received from statutory, Government or Local authorities and Income Tax, Service Tax, a Judicial or a Quasi Judicial authority, etc
- Where a client is reported to or known to have expired.
- KSBL may also suspend or close the account on receipt of written request received from the client.

Inactive accounts policy: KSBL, shall at regular intervals, fixed by the Board, shall review and analyze the client trading accounts and classify and flag them as “Dormant”, “Inactive” or “Inoperative” accounts, as part of customer due diligence.

Classification of Dormant and Inactive Accounts:

- **“Dormant “Account”** is an account where no trades have been executed by the client during the last six months or for a period exceeding six months.
- **“Inactive Account”** is an account where client has not executed any trade for the last one year or a period exceeding one year.

Resumption of Trading:

Dormant Account: The “on-line” Dormant account may be suspended for trading by disabling the user-id. The “offline” dormant account may also be temporarily suspended from trading and the customer be allowed to place order only after the Branch / Regional Broking Head has satisfied himself in respect of identity and bonafide of the client.

The client may be asked to visit the branch and submit the “request letter” for activation of trading account along with one of the following supporting documents:

- PAN Card
- Latest Address proof
- Bank Account statement

Inactive Account: The “Inactive” account may be reactivated for trading on receipt of application for re-activation from the client along with necessary supporting documents.

KSBL employee may carry out “In person” verification of the Inactive client and shall validate the supporting documents submitted by the client with the originals. The trading account may get reactivated within 7 to 15 working days of submission of the application of re-activation with valid supporting documents.

9. Deregistering a client

KSBL may de-register a client without notice based on action taken by SEBI/NSE/BSE/MCX-SX or being part of list of debarred entities published by SEBI.

KSBL may also initiate action for deregistering a client on basis of information found on the sites of CIBIL, Watch-out Investors, World Check or client having suspicious back ground, link with suspicious organization, etc.,

KSBL may freeze the assets of the client where it deems prudent, at time of de-registering a client.

KSBL shall have right to close out the existing positions, sell the collaterals to recover its dues, if any, before de-registering the client.

KSBL shall have the right to deregister a client after serving a 30 days written notice without assigning any reason thereof.

Declaration by the Client:

I/ We have clearly understood and agree to abide by aforesaid policies and procedures.

I/We also understand and agree that these policies and procedures can be changed by KSBL from time to time subject to posting of the amendments and modification therein on its website <http://karvyonline.com> and their applicability with prospective effect.

Signed & Delivered by:

Client Name : _____

Address : _____

Signature of the Applicant : X _____

Place : _____; Date : _____

TARIFF SHEET

Applicable Brokerage & other charges

1. Rates of Brokerage: Brokerage details (to be filled in by the Branch Manager in agreement with the client)

CM	NSE	BSE	MCX-SX		<input type="checkbox"/> NSE	<input type="checkbox"/> BSE	<input type="checkbox"/> MCX/SX	<input type="checkbox"/> NSE	<input type="checkbox"/> BSE	<input type="checkbox"/> MCX/SX
Trading Brokerage (In %age)					Intraday/Sq off (In %age)	FUTURES			FUTURES OPTIONS	
Trading Minimum Brokerage (In Paise)				Carry Forward (In %age)		1st Leg	2nd Leg	Percentage of Premium		
Delivery Brokerage (In %age)								Minimum Rs.		
Delivery Minimum Brokerage (In Paise)										

MFSS Brokerage		NSE CDS FUTURES		NSE CDS OPTIONS	MCX-SX CDS FUTURES		MCX-SX Options
		1st Leg	2nd Leg	Percentage of Premium	1st Leg	2nd Leg	Percentage of Premium
Intraday/Sq off (In %age)							
Carry Forward (In %age)				Minimum Rs.			Minimum Rs.

2. Handling Charges, over and above brokerage would be levied, where the brokerage generated per contract per Exchange segment is less than Rs 25, to make sum of brokerage plus handling charges equal to Rs 25.

3. Account Opening Charges:

Rs. 650/- Minimum or as decided by KSBL from time to time or as applicable to any scheme.

4. Other Charges

Exchange Transaction charges, SEBI Turnover Fees, Handling Charges, Stamp duty, Service tax, Securities Transaction Tax, Clearing Member charges and any other Statutory charges/ levies as applicable.

5. Declaration of Client

- I/We have understood the above brokerage slabs and agree to pay the above brokerage rates, handling charges and other charges to be levied for the transactions done in my/ our account.
- I/We authorize KSBL to debit account opening charges to my/our trading account, in case I/We have not paid the same upfront.
- I/We have understood and agree to pay all transaction charges for movement of securities from DP Ben pool account of KSBL for the purpose of Inter settlement/Inter Segment/Exchange, deliveries, transfer of securities from Cash Margin to "F&O" margin and vice versa, delivery of securities from Ben pool account, etc. to the Demat account of the client.
- I/We understood and agree that the following DP Transactions charges are over and above the brokerage charges debited to my/ our Trading account
 - DP Inter settlement charges
 - DP Inter segment/Exchange Charges
 - DP Margin transfers
 - Courier Charges
 - DP Payout transfers to client Demat Account
 - Other out of pocket and service related charges

6. Authorisation

I / We hereby authorise to debit my / our trading account No. _____ held with you for all the charges under the following heads :

1. Delay Payment Penalty(DPP) Charges
2. The Charges applicable towards the Transfer of Securities in the Trading settlement and Demat account are of the following nature:
 - DP Annual maintenance fees
 - DP Margin transfers
 - DP transaction charges/Pledge/Re-pledge/ Demat / Remat charges
 - DP Inter segment/Exchange charges
 - DP Inter settlement charges
 - Courier charges
 - DP Account Opening charges
 - Other out of pocket and service related charges
 - Securities which could not be delivered in the Auto Pay-out because of Debit balance in ledger account.

X _____
(Signature of the Applicant)

Date : _____

MANDATORY AND VOLUNTARY DOCUMENTS UNDER UNIFORM DOCUMENTARY REQUIREMENTS OF SEBI

To

Karvy Stock Broking Limited

"KARVY HOUSE", 46, Avenue 4, Street No. 1,
Banjara Hills, Hyderabad - 500 034.

Dear Sir,

Ref. : Mandatory and voluntary (Optional) documents under Uniform Documentary Requirements for Trading

This has reference to the KYC, Rights and Obligations", Risk Disclosure Document ,Guidance Note, Policies & Procedures and Tariff sheet to be executed by me/us for the purpose of availing the securities trading facilities with KSBL along with various add-on products and related services. The authorized staff of KSBL has briefed me/us on the Mandatory and Non Mandatory (Voluntary) documents to be executed which form part of KYC.

I/We understand that pursuant to SEBI Circular Reference number CIR/MIRSD/16/2011 dated August 22, 2011 on model format of uniform set of documents prescribed by SEBI (1) Client registration form, 2) Rights and Obligations", (3)Risk Disclosure Document ,(4) Guidance Note, (5) Policies & Procedures of the Stock Broker and (6) Tariff sheet

I/We have executed the documents as listed below,*with the clear understanding that these documents are voluntary and are to be signed at my/our own discretion.

- i. General Terms & Conditions governing services provided by KSBL
- ii. Ten point undertaking/ authorization
- iii. Consent for Maintenance of Running Account
- iv. Authorisation for Electronic Communication
- v. Mobile Declaration
- vi. Power of Attorney towards execution of DP transactions by KSBL
- vii. Mandate Form

Note :

\$ KSBL means Karvy Stock Broking Limited

*Strike out, which are not applicable.

I/We have read and understood the contents of these additional documents which are required for providing me/us certain additional facilities, apart from adding more transparency to Member-constituent relationship and shall not call into question the validity, enforceability and applicability of any of the above documents and/or their clauses under any circumstances whatsoever.

I/We have an option to reject or refuse to execute any of the additional documents or strike out any of the clauses in the Optional Documents including "Terms and Conditions" for services provided by KSBL, subject to reviewal of Member constituent contractual relation and withdrawal of part/ all of additional facilities provided to me/us by KSBL.

Based on the above, I/We exercise my/our option while executing Optional Document relating "Terms and Conditions" of services provided by KSBL and other non-mandatory documents. Even after execution of the Client Registration Documents, I/We have a right to terminate any or all of these additional (optional) documents and/ or to reject any or all of the non-mandatory clauses, by giving KSBL notice in writing. However, in such an eventuality, I/We authorize the KSBL to terminate additional facility and KSBL shall also have the right to review our contractual relation and/ or terminate the Member-constituent relationship.

Applicant's Signature : X _____

Date : _____

Applicant Name : _____

GENERAL TERMS AND CONDITIONS GOVERNING THE SERVICES PROVIDED BY KSBL

This document contains "Terms and Conditions" which are in addition to "Rights and Obligations", Risk Disclosure Document, Guidance Note, Policies & Procedures and Tariff sheet which the client has read and agreed as per the mandatory documents prescribed by SEBI. The clauses mentioned in this document have been added to ensure smooth functioning of trading and to enhance transparency of Member Constituent relationship. It is left to the discretion of the client to sign this document as it token of the client having understood and agreeing to the "Terms and Conditions" that follows. The client has right to strike out any of the Terms and Conditions stated in this Document, which he is not agreeable to or may subsequently write to KSBL to strike out or revoke any of the Terms and Conditions which he is not in agreement.

In this document containing Optional "Terms and Conditions" the word 'he' also means 'she' and 'it' as the case may be and the usage of masculine gender in this agreements also refers to the feminine gender or the neutral gender as the case may be, KARVY STOCK BROKING LTD. herein for the sake of brevity, has been referred to as "KSBL".

Optional Terms and Conditions**A. OBLIGATORY ON CLIENT TO TRACK MARGIN/POSITIONS:**

1. Without prejudice to the stock broker's other rights (including the right to refer a matter to arbitration), KSBL 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. No notice may be given to the client on such liquidation/close outs since the market conditions existing at that point of time might not allow the KSBL to give such notice. The client shall also remain in touch with KSBL to keep a regular check on his account and margin requirements and other obligations, for maintaining sufficient margin with the KSBL to undertake any transactions in his broking and offline trading. If KSBL considers it necessary for its own protection, it may require the client to immediately on demand, deposit cash or securities to its account prior to any applicable settlement date in order to assure due performance of their open contractual commitments to the respective Exchange. If client does not provide such additional cash or securities, KSBL shall have right to sell any or all securities to the extent of shortfall in client's account and to buy any or all of relevant securities which may be short in client's account, cancel any or all open orders and/or close any or all outstanding contracts.
2. In the event of shortfall in margin or risk to KSBL due to Intra-day loss, KSBL can sell any or all securities in the account of the client without giving notice to the client. As the client is also required to keep track on his margin position, KSBL may do the square off/selling at any time during the day in the client's account without notice to or without obtaining consent of the client. In addition, KSBL may exercise any or all of the above rights, prior to or without any demand for additional cash or securities, or notice of sale or purchase, or other notice or intimation thereof. Any such sale or purchase may be made at any time at the sole discretion of the KSBL on any market where such business is usually transacted. The making/giving of any prior demand or call or notice of the time and place of such sale or purchase shall not be considered as a waiver of any rights of the KSBL to sell or buy without such demand, call or notice, at that time or any time subsequently.
3. The Client is responsible for all orders, including any orders that may be executed without the required Margin in the Client's account. If the Client's order is executed despite a shortfall in the Margin, the Client shall, whether or not KSBL intimates such shortfall in Margin to the Client, instantaneously make up the shortfall either through delivery of shares in the event of a sale or pay/transfer the required funds in the Client's account with KSBL via wire or personal cheque, Banker's cheque or pay order/ bank draft (with declaration from the issuing bank disclosing name of the purchaser) or bank transfer or any other mode to KSBL's bank account.

B. SQUARING OFF OF POSITIONS & SALE /LIQUIDATION OF COLLATERAL MARGINS

4. The client shall settle the transactions, within the Exchange specified settlement time, by making the requisite payment of funds and/or delivery of the shares.
5. In case the client fails to settle the transactions within the settlement date, then KSBL has the right to square off the open and/or unpaid positions, at an appropriate time, as it deems fit, without any notice to the client. The client shall not have any right or say to decide on the timing of closure of the open positions that needs to be closed. KSBL, its Directors and employees shall not be responsible for any loss or damages arising out of such square offs. All such square off transactions shall have implied consent and authorization of the client infavour of KSBL.
6. After such square off of open positions by KSBL, as mentioned in above clauses, if there is a debit balance, the client shall pay the same immediately. However, if the client does not clear off the debit balance, KSBL shall have the right to liquidate the shares and other securities of the client (kept as collateral/margin) to the extent of the debit balance, without any intimation to the client.

The client shall not have the right to decide on the timing of liquidation of shares and securities held in collateral/margin and the shares and securities that needs to be sold or liquidated. KSBL, its Directors and employees shall not be responsible for any loss or damages arising out of such selling.

7. In case of open short or sale positions, KSBL shall at its discretion close the contract through Auction/Close out at the concerned Stock Exchange or internal Auction/Close out or by effecting purchases from the market, if the Client fails to deliver the securities sold with valid transfer documents within one day of the trade execution or before delivery day (as fixed by Stock Exchange authorities for concerned settlement period), whichever is earlier. Cost of the transaction (i.e., auction or closeout), will be deductible from the margin money of the Client. The Client shall make good the shortfall, if any, immediately on being intimated of the shortfall by the KSBL. All such purchase or auction or close out transactions shall have implied consent and authorization of the client in favour of KSBL.

C. THIRD PARTY PAYMENTS

8. KSBL shall have the prerogative to refuse payments received from any bank account where the client is not the first holder or which is not mentioned in the KYC or which the client has not got updated subsequently by submitting a written request along-with adequate proof thereof as per proforma prescribed by KSBL. KSBL shall not be responsible for any loss or damage arising out of such refusal of acceptance of payments in the situations mentioned above.
9. However, due to oversight, if any such third party payment has been accepted by KSBL and the credit for the same has been given in the client's ledger, KSBL shall have the right to immediately reverse such credit entries on noticing or becoming aware of the same. In such a case, KSBL reserves the right to liquidate any of the open positions and/or any of the collaterals received/ held on behalf of the client. KSBL, its Directors and employees shall not be responsible for any consequential damages or losses.

D. THIRD PARTY DELIVERIES

10. KSBL will refuse deliveries from any demat account that is not mentioned in the KYC, or not got updated by the client subsequently by providing a written request along with adequate proof thereof, even though the same might belong to the client. KSBL its Directors and employees shall not be responsible for any loss or damage arising out of such refusal of acceptance of third party deliveries.
11. However, due to oversight, if any such third party deliveries have been accepted by KSBL, then KSBL has the right to reverse the same and consider the sale position as a 'short sale' (i.e. sold without delivery) and account for it appropriately. Also, KSBL reserves the right to liquidate any open positions and/or collaterals, if required. KSBL, its Directors and employees shall not be responsible for any loss/damages arising out of such reversals of third party deliveries.

E. DELIVERIES

12. The client shall ensure that the shares are properly transferred to the designated demat account of KSBL, for effecting delivery to the Exchange against the sale position of the client. Such transfers shall be entered by the client within the time specified by SEBI/Exchanges/ KSBL. In case the client fails to transfer the shares on time to KSBL, KSBL shall not be responsible for any loss/damages arising out of such delayed transfers.
13. The client shall ensure that the DIS is filled properly, fully and correctly. KSBL shall not be responsible for any loss/damages arising out of such rejection of DIS due to the DIS slip not being in order.

F. PHYSICAL DELIVERY

14. As a part of its internal policy, KSBL will not execute any sale transactions for which delivery will be given by the client in physical form (non demat form). KSBL shall not be responsible for any loss/damage arising out of the same.
15. As a part of its internal policy, KSBL can refuse purchase of any stocks which will result in physical delivery. In case KSBL permits any such purchases, KSBL will not be held responsible for any loss/theft/bad deliveries of such physical shares.

G. CORPORATE BENEFITS

16. KSBL will make its best efforts to intimate the clients, who avail the running account facility and/or clients whose shares are lying with KSBL in its Beneficiary Pool account as collateral/margin, about the corporate benefits/announcements declared/made in the respective stocks. However, the client shall be primarily responsible to keep track of such corporate announcements. Further, KSBL will pass corporate benefits like dividends to the client's account on receipt of the same from the concerned company within a reasonable period. The client will not hold KSBL responsible for any loss/damage arising out of delay in pass on of dividends or non-communication of corporate announcements.

17. In case any client wishes to avail the corporate benefit like rights, bonus, etc. and the client's shares are lying with KSBL as margin/ collateral, the client should intimate KSBL in writing about his intention and consent to avail the corporate benefit. In such a case, KSBL will apply for the corporate benefits on behalf of the client and will debit the cost to the client's account provided it has adequate funds. The client will not hold KSBL responsible for any loss/ damage arising out of any mis-communication or omission on part of KSBL in this regard.
18. In case the client is availing the facility of running account and wants the shares transferred to his demat account, prior to record date, to avail any corporate benefits, the client has to make a written request for the same at least 48 hours prior to the record date. In such a case, KSBL will transfer the shares only if there is no outstanding debit balance in the client's account and the shares requested for transfer are fully paid for. In case there is outstanding debit balance in the client's account, KSBL will retain the shares equivalent to the debit amount (with appropriate mark up for margin) and the balance shares will be transferred to the client's account.

19. RECORDING OF CONVERSATION

KSBL may record without any obligation on its part, the conversations of the client with the dealer or any other staff of KSBL. The client agrees to the same and will not dispute or raise any objection on the same.

20. NO DEALINGS IN CASH:

KSBL as a policy neither accepts any funds for pay-in/margin in cash nor makes any payment or allows withdrawal of funds in cash. No claim will be entertained where the client states to have made any cash payment or deposited cash with any Branch/ Sub-Broker/Remisier/Employee/Authorised Person of KSBL.

21. POLICIES AND PROCEDURES:

KSBL shall post all significant client related "Policies and Procedures" and General Terms and conditions governing the Services provided by KSBL and changes therein on its web site. The client is required to keep track of web site and to remain in touch with the nearest branch of KSBL, where the client normally deals, to keep a regular check on his account, margin requirements, open positions, delivery status, securities holdings, ledger balance, latest policy and procedures, General Terms and Conditions of Service, etc.

22. FUNDS RECONCILIATION

The client shall monitor and reconcile funds/securities transferred by KSBL to its Bank/DP account as part of periodic settlement of running account or bill-to-bill settlement or as part of a settlement made at a specific request of the client. The Client shall bring to the notice of the KSBL if any funds and/or securities are received in excess. The client shall return the excess securities / funds thus received from KSBL. In case the client delays in returning the funds/securities received in excess within 2 days of the receipt, KSBL shall have right to recover the same from the client's trading account by transfer of credit balance (if available) or by selling the securities available in his collateral margin account or his Demat account opened with KSBL DP. KSBL shall have right to hold back any funds or securities for which payment has been requested by the client, till the client returns to KSBL excess funds/ securities thus received.

23. KSBL has the discretion to refuse orders, if in its opinion, these orders may result into trades which are manipulative in nature and/ or against the regulatory directives and/ or might result in regulatory query/ scrutiny at a later date. This is part of the due-diligence being undertaken by KSBL.
24. KSBL shall have right to allow or deny trades in any of the scrips which may be deemed to be illiquid or volatile as per the risk perception of KSBL and the client shall not question the wisdom of KSBL in denying trading in such Securities and shall also not claim any opportunity loss or damage due to denial of trading by KSBL.
25. KSBL shall have the discretion to stop accepting orders for both sale and purchase or only for sale or purchase of any of the scrip(s) during the market hours depending upon its risk perception. Client shall not question the wisdom of KSBL in denying trading in such securities and shall also not claim any opportunity or other loss or damage due to denial of trading by KSBL.
26. KSBL shall have the authority to use any algorithm of its choice for identifying any of the trades as delivery trades, identifying any of the short deliveries for Exchange or Internal Auctions, allocation of delivery received in pay-outs from the Exchanges to any client/ client category, and other processes of settlement, provided KSBL follows such algorithm uniformly across all the clients/ client categories. However, KSBL shall have the discretion to assign and/or modify priorities assigned to any category of clients in such algorithms to any other category of the clients without informing /notice to the client.
27. KSBL may combine ledger statements in respect of transactions made by a client on various Segments and Exchange(s) for the purpose of operational convenience, settlement and Risk Management. The payments may be received, paid and appropriated by KSBL across segments and Exchange(s) at its sole discretion to which the client shall not have any objection.

28. DISCLOSURE OF PROPRIETARY TRADING BY KARVY STOCK BROKING LIMITED (KSBL)

Pursuant to SEBI Circular Number SEBI/MRD/SEC/Cir-42/2003 dated November 19, 2003, KSBL discloses to its clients about on proprietary trades.

KSBL does not do any proprietary trades in the cash and derivatives segment at NSE, BSE. However, if at any later date, KSBL intends to do proprietary trading, it can do so after intimating the clients through display of notice to that effect at branches (or) on its website karvyonline.com (or) Email (or) a letter to the client.

H. TERMS AND CONDITIONS FOR ONLINE IPO BIDDING / MUTUAL FUND INVESTMENT, BONDS, CERTIFICATE OF DEPOSIT AND OTHER FINANCIAL PRODUCTS.

29. The client can avail on-line/off-line facility to invest in Bonds, Debentures and other securities, whether listed or unlisted, including units of Mutual funds, Government Securities, Certificate of Deposits like fixed deposits of banks, NBFCs and other companies, commercial papers and money market instruments (hereinafter referred to as the "Securities") and/or apply for IPOs/Public Offers and follow up offers of various companies.
30. For availing the online investment facility, the client agrees to log on to www.karvyonline.com or such other web site as communicated KSBL from time to time. KSBL at its discretion may provide to its clients facility for IPO Bidding, Mutual Fund and other investments through telephonic requests or other modes, upon fulfillment of conditions prescribed by KSBL from time to time.
- a. The client understands that KSBL is not responsible for any omission/error on part of the Asset Management Company (AMC) / their Authorised Registrar.
 - b. The client understands that application to the schemes of Mutual Funds will be made in the name of sole / first applicant only and IPO bids will be placed in the name(s) of Demat account holder(s).
 - c. The client understands that his existing mutual fund folios as available in the Karvy Mutual Fund Client ID would be updated in his I-Zone account. However, Online transactions in the offline folios can be executed only upon giving a letter of request for conversion of offline folios in to online folios by the sole applicant along with an approval letter from the distributor, subject to acceptance of such request by respective AMCs.
 - d. The client understands that the Mutual fund data as per existing mutual fund client ID would be populated in the I-Zone account if name of applicants in the folios match with the name of applicants in the same sequence.
 - e. The client understands that all communications, including login password, mutual fund account statements, by KSBL, with regard to the I-Zone account would be made through e-mail to the First applicant. Further, the mutual fund account statements would be consolidated for all folios transacted in the I-Zone account.
 - f. The client clearly understands that KSBL has not conducted independent verification of the depository account details provided by the applicant/s and shall not be responsible for any error in account number or in case the account is inactive or blocked.
 - g. The client understands that it shall be wholly responsible for all investment decisions and trades made through KSBL.
 - h. The client understands that the cut-off time for mutual fund & IPO transactions for the online platform can be different from the same as given in the respective offer documents for operational convenience (at least two hours before the cut off time given in offer forms) and that KSBL bears no liability for orders placed after the cut-off time.
 - i. The client agrees to pay all charges and fees applicable to his account as specified on Web site and as applicable from time to time.
 - j. The client undertakes to report any mismatch in the transactions relating to Mutual funds / IPO to KSBL as soon as he/she discovers any discrepancies. KSBL shall communicate the same to the Exchange/ Asset Management companies and coordinate to get the same rectified. However, the client understands that KSBL displays the information as received from the AMC / Exchange and shall not be liable for any such discrepancy.

31. CONFIDENTIALITY OF CLIENT INFORMATION

Notwithstanding any obligation on KSBL to maintain confidentiality of information, KSBL may disclose, share or part with all the information, data or documents relating to client's application and transactions to SEBI, Exchanges, KSBL Group Companies / Credit Bureaus/Agencies / Statutory Bodies and/or any other competent authority without prior consent or without notice to the client.

32. INVESTMENT ADVICE

- i. KSBL shall not be under obligation to provide any legal, tax, investment or account advice or advice regarding the suitability or profitability of a security or investment
- ii. Any recommendatory calls given by KSBL shall not imply solicitation of investment or action by the client and the client will take his own decisions, may be in consultation with his financial advisor, whether to act on such recommendations or not.

I. INTERNET & NET BANKING

- 33. KSBL, at its discretion, will offer, to select clients facility to use the internet trading facility. The client cannot claim access to the internet trading facility provided by KSBL, as a matter of right.
- 34. KSBL may provide connectivity to the bank account login of the client (Payment gate-way) and also to the DP account of the client with the bank, if feasible. However, KSBL shall not be responsible for any losses caused to the client due to any deficiencies of the bank infrastructure, network failure, system breakdown.
- 35. KSBL or the concerned bank will modify and/or add and/or upgrade from time to time the software/hardware/operating systems etc., which are required for the smooth and safe functioning of the internet trading platform including Electronic Payment Gateway for Net banking software. The client shall not have any objection and undertakes to accept such modifications and/ or additions in hardware/ software at his end in order to be compatible with the facility offered by KSBL.
- 36. It may be possible that KSBL might not be in a position to support particular software provided by the bank for the facility of Electronic Payment Gateway. In such a situation it is possible that KSBL might not be in a position to continue offering internet trading facility to the clients or offer the electronic payment gateway facility through a particular bank.
- 37. The operation of the bank account, exclusively used by the client for transactions executed through the internet trading facility offered by KSBL, will be as per the RBI/concerned bank's guidelines and shall not be misused by the client to access or transfer funds from any third party account.
- 38. As conclusive proof of transactions executed by the client either through the internet trading facility provided by KSBL and or through the net banking using the Electronic Payment Gateway, KSBL will provide the relevant electronic logs available by way of system audit trail.
- 39. The client shall not to dispute the transactions because the same has resulted in loss and the proof given by KSBL, as mentioned in above paragraph, will be sufficient enough to ascertain whether the client has executed the transactions or not.
- 40. The Client shall not use or permit others to use the internet trading platform and/or Electronic Payment Gateway facility for Net banking or any related services for any illegal or for other purposes than what it is meant for.
- 41. KSBL would allot a unique Client-ID and password to the client for accessing the internet trading platform, including the electronic payment gateway for net banking services. Under normal circumstances, the unique ID and password will be sent to the client, by email or by courier, at the client's risk.
- 42. The client shall be required to change the password immediately, on receipt of the same from KSBL. The client shall change the password on a regular basis to prevent any misuse. The client shall ensure that the password is kept confidential and not disclosed to anyone. KSBL shall not be responsible for any loss or damage to the client due to leak of password.
- 43. The Client shall not attempt or permit other for accessing the account information stored in the computers of the KSBL through any means other than the Electronic Payment Gateway for Net banking service.

SYSTEM RISKS

- 44. The client opting for internet trading confirms that he has knowledge of how the internet works and is a user of internet. The client shall not to hold KSBL responsible for his lack of computer/internet knowledge.
- 45. The requests for any transactions, made online, will be given effect to instantaneously. In case of any requests received after market hours or on weekly offs/ holidays/public holidays, declared by KSBL/Exchanges/bank, then the same shall be effected at the sole discretion of KSBL, without any obligation on its part, on the immediately succeeding working day on the terms and conditions prevailing on that day.
- 46. KSBL shall take reasonable care to ensure the security of and prevent unauthorized access to the internet trading facility and/ or the Electronic Payment Gateway facility. KSBL shall not be responsible for any loss/damage to the client due to such unauthorized access beyond the control of KSBL.
- 47. KSBL may specify the compulsory structure of the password like alpha numeric and special characters.

48. KSBL may, at its discretion, may require the Client to adopt such other means of authentication including, but not limited to digital certification and/or smart cards.
49. The Client shall apply for internet trading facility or avail the same only if he is eligible, as per the statutes, to avail the access for the internet trading facility and net banking facility and the client has not been prohibited, under law, to access the internet trading and net banking facility and/or deal in securities market.
50. KSBL shall be entitled to withdraw internet trading facility or use of wire-less technology or any other value added service , at any time, without assigning any reasons thereof.
51. The client agrees to pay the charges, as may be stipulated by KSBL, from time to time, for availing internet trading or use of wireless technology or other value added service. KSBL, reserves the right to debit charges related to such services from the ledger of the client.
52. Without prejudice to the generality of the provisions in the above clauses, the client undertakes to immediately notify KSBL if the client:
 - a. Discovers, notices, or suspects or is of the opinion that reasonable grounds exist to suspect that unauthorized access has been gained by any persons to his username, Password or account.
 - b. Becomes aware of any loss, theft or unauthorized use of the passwords or digital signatures as the case may be and account number.
 - c. Fails to receive a message from KSBL that an order or application was received and executed or receives any confirmation of an order which the client has not placed.
 - d. Receives inaccurate information regarding the account balances, investment products position or transaction history, or notices such other discrepancies in the account that might be attributable to unauthorized access.
 - e. Forgets password or
 - f. Discovers a security flaw in the Internet Trading System.

J. OTHERS

53. The clients are registered and mapped to any of the nearest Branch, Registered Sub-broker and Authorized Person of KSBL at the time of opening of account. Due to operational reasons and constraints, KSBL may close branch, Registered Sub Broker or Authorized Person. In such case, the clients in the existing branch office, Registered Sub-broker and Authorized Person of KSBL may be merged to nearest dealing office of KSBL. KSBL shall intimate the clients by giving reasonable time on the details of new Dealing office address and contact details. The client agrees and confirms the same.
54. The client agrees and understand that it has signed the Member Constituent relation with KSBL for executing trades as a trading member as stipulated by the Exchanges. KSBL and its Directors will not be responsible or liable for any private dealings, undertakings and agreements executed with the Employees of KSBL, Registered Sub-Broker and Authorized Person in their personal capacity.
 The client hereby indemnifies and shall always keep indemnified KSBL and /or its directors, employees, personnel, officers(hereinafter collectively referred to as "Personnel") on any act or omission of term of Member Constituent relation with KSBL noticed at a later date.
55. The client understands and agrees that it is the prerogative of KSBL to accept or reject request for opening of trading of the client. The client also agree and undertake that he cannot insist to KSBL, as a matter of right, to open trading account just because of filling of registration kit. The client further agrees that KSBL shall reserve the right to retain the application form and other documents provided along with the Registration including photographs.
 Notices: All notices or communications issued by KSBL under this agreement shall be served on the client in any one or more or all of the following ways at the ordinary business address and/or ordinary place of residence and/or last known address of the client:
 1. By Ordinary post
 2. By registered post
 3. Under Certificate of posting
 4. By express delivery post
 5. By telegram
 6. By affixing it on the door at the last known business or residential address

7. By oral communication to the party or on the last known telephone number or on the recording machine of such number
8. By advertising it in at least one prominent daily newspaper having circulation in this area where the last known business or residential address of the client is situated
9. By publishing it in the client's log-in page on the back office web site of KSBL
10. By a notice posted on the notice board of the Exchange if no address be known
11. By electronic mail or fax
12. By hand delivery

Notwithstanding anything stated above, communication relating to orders, margins, maintenance calls and other similar matters in the ordinary course of dealings between KSBL and the client may be made orally.

Deemed Service: Any communication sent by KSBL to the client shall be deemed to have been delivered or served, even if such communication is returned to KSBL as unclaimed/refused/undelivered, if the same is sent to the ordinary business address and/or ordinary place of residence and/or last known address of the party, in any one or more of the ways mentioned above. The client shall always be deemed to have notice of all communication posted/published in the login page of the back office website of KSBL and it shall be responsibility of the client to access the website of KSBL regularly for all such communication.

K. AMENDMENT

52. KSBL may from time to time amend the Terms and Conditions if required, to comply with any change in the Rules, Regulations, Bye-laws, Guidelines, directions and notifications of the Exchanges and/ or the SEBI or any other competent authority or if required under its corporate policies. KSBL shall intimate the same to the Client by displaying the same on its Website or online trading/ back office system or displaying in branches or emailing to the clients on their respective e-mail address. In case the Client continues to deal with the KSBL subsequent to the intimation of such amendments, it shall be deemed that the Client is agreeable to the new clauses. However, the Client shall have the right to terminate the Member Client relationship through communication in writing with 30 days notice subject to the clearance by the Client of its financial and other obligations under these and other "Terms and Conditions".

L. NOTICE PERIOD

The client also has the right to terminate any one or more of the optional clause(s) contained in this Terms and Conditions and/ or intimated by the KSBL subsequently by giving a notice in writing, subject to reviewal of Member Constituent relation by the Stock Broker, provided the Client clears his/her/ its financial and other obligations under these and other Terms and Conditions before termination of clause(s) for which notice has been given by the client

M. FORCE MAJEURE

The KSBL shall not be responsible for any losses, costs, or damages resulting directly or indirectly from:-

- i. KSBL and/or its Directors, Employees and Agents will not be liable for losses caused to the client directly or indirectly by the government restriction, SEBI, Exchange or market rulings, suspensions of trading, power failures, computer, communication, telephone or system failure, war, earthquake, flood, accident, power failure, equipments or software malfunction, strikes or any other conditions beyond the KSBL's controls.
- ii. The above Force Majeure events do not exempt the Client to fulfill the obligations in his account with KSBL.

I/We accept Term and Conditions given above.

CONSTITUENT		DETAILS OF WITNESS	
CLIENT NAME		NAME	
ADDRESS		ADDRESS	
SIGNATURE	X	SIGNATURE	X
DATE			

Note: All references to the specific quantity/rate/fee mentioned in this "Terms and Conditions" are subject to change from time to time, as so agreed to in writing between the parties.

To
Karvy Stock Broking Limited
"KARVY HOUSE", 46, Avenue 4, Street No. 1, Banjara Hills, Hyderabad - 500 034.

Dear Sir,

SUB : TEN POINT UNDERTAKING / AUTHORISATION

With respect to Member-Constituent Relationship and Mandatory and Voluntary(optional) Documents executed between us, I / We do hereby authorize KSBL to do the following:

1. Order Placement Instructions

I understand that you require written instructions from me for placing / modifying / cancelling orders. However, since it is not practical for me to give written instructions for placing/modifying/cancelling order. Even If I have facility to trade online through Internet and wireless technology, I may have to place orders by physically visiting /calling/ Emailing the Call centre / branch specified for the said purpose by KSBL in case of breakdown of internet connectivity or other similar reasons.

I hereby request you to kindly accept my, my authorized representative or mandate holder's verbal orders/instructions, in person or over phone and execute the same. I understand the risk associated with placement of verbal orders and accept the same. I shall not disown orders under the plea that the same were not placed by me provided I am sent ECN/Physical contract notes or trade confirmations through SMS and other modes. I indemnify KSBL and its employees against all losses, damages, actions which you may suffer or face, as a consequence of adhering to and carrying out my instructions for orders placed verbally.

2. ERRORS AND OMISSIONS

I understand and agree that inadvertent errors may occur, while executing orders placed by me. In such circumstances KSBL shall make all reasonable efforts to rectify the same and ensure that the I am not put to any monetary loss. I understand and agree that I shall not hold KSBL responsible beyond this and claim additional damages/loss.

I understand and agree that my request to modify or cancel the order shall not be deemed to have been executed unless and until the same is confirmed by KSBL.

3. NO MARKET MANIPULATION

I undertake not to execute transactions, either singly or in concert with other clients, which may be viewed as manipulative trades viz. artificially raising, depressing or maintaining the price, creation of artificial volume, synchronized trades, cross trades, self trades, etc or which could be termed as manipulative or fraudulent trades by SEBI/Exchanges. In case I am found to be indulging in such activities, KSBL has every right to inform the Exchange/SEBI/other regulatory authority of the same and suspend/close my trading account.

4. NOT TO ACT AS UNREGISTERED SUB BROKER

I undertake not to act as unregistered Sub-broker and deal only for myself and not on behalf of other clients In case I wish to deal for other clients also, I undertake to apply to SEBI through KSBL to obtain a sub broker registration.

In case KSBL perceives that I am acting as an unregistered sub broker, KSBL has the right to immediately suspend my trading account and close all open positions and adjust the credits (across all segments) against the dues owed by me to KSBL without the requirement of any notice from KSBL. Further, KSBL has the right to inform the concerned regulatory authorities about the same.

In aforesaid eventuality, I agree and undertake to indemnify KSBL from any loss/ damage/claim arising out of such activity.

5. NOT DEBARRED BY ANY REGULATOR

I confirm and declare that there is no bar on me imposed by any Exchange or any Regulatory and/or Statutory authority to deal in securities directly or indirectly. I agree to inform KSBL, in writing, of any regulatory action taken by any Exchange or Regulatory/ Statutory authority on me in future. In case I fail to inform the same and KSBL on its own comes to know of such action, KSBL has the right to suspend/close my trading account and refuse to deal with me.

Also, KSBL can at its sole discretion, close all the open positions and liquidate collaterals to the extent of debit balances, without any notice to me.

6. PMLA DECLARATION

I declare that I have read and understood the contents and the provisions of the PMLA Act, 2002, which were also explained to me by KSBL officials. I further declare that I shall adhere to all the provisions of PMLA Act, 2002.

I further undertake and confirm that

- a. I do not have any links with any known criminals
- b. I am a genuine person and not involved or indulge knowingly or assisted, directly or indirectly, in any process or activity connected with the proceeds of crime nor I am a party to it. The investment money is derived from proper means and does not involve any black or Hawala money in any manner.

7. INDEMNIFICATION

I hereby indemnify and hold KSBL, its Directors and employees harmless from and against all claims, demands, actions, proceedings, losses, damages, liabilities, charges and/or expenses that are occasioned or may be occasioned to the KSBL directly or indirectly, relating to bad delivery of shares/ securities and/ or third party delivery, whether authorized or unauthorized and fake/forged/stolen shares/ securities/transfer documents introduced or that may be introduced by or through me during the course of my dealings/ operations on the Exchange(s) and/ or proof of address, identity and other supporting/ documents provided by me at the time of registration and/ or subsequently.

INDEMNITY OF JOINT HOLDINGS

I hereby agree to indemnify and hold the KSBL harmless from any claims, demands, actions, proceedings, losses, damages, liabilities, charges, and /or expenses arising from transactions in securities held jointly by me with any other person or persons, if any.

8. Mutual Fund Service System (MFSS) facility

I am interested in availing the MFSS facility of the Exchange for the purpose of dealing in the units of Mutual Funds Schemes permitted to be dealt with on the MFSS of the Exchange. For the purpose of availing the MFSS facility, I state that "Know Your Client" details as submitted by me for the opening of Trading Account may be considered for the purpose of MFSS and I/we further confirm that the details contained in same remain unchanged as on date.

I am willing to abide by the terms and conditions as has been specified and as may be specified by the Exchange from time to time in this regard. I shall ensure also compliance with the requirements as may be specified from time to time by Securities and Exchange Board of India and Association of Mutual Funds of India (AMFI).

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

9. NRI DECLARATION

I understand that if the sole/first applicant has or attains NRI Status, investments in scheme of mutual funds can be made only upon providing Foreign Inward Remittance Certificate (FIRC) to KSBL every time the investment is made.

10. NOT A MEMBER OR SUB BROKER OF A RECOGNISED STOCK EXCHANGE

I further undertake that whenever I purchase/sell any securities through my depository account, I will report such transactions on a daily basis to dealing branch/ authorised Dealer. I also state and undertake that I have complied and shall continue to comply with all the FEMA regulations from time to time.

I undertake and confirm that I am not a Member or sub-broker or employee or Authorised person of a Member of the National Stock Exchange of India Ltd. or The Bombay Stock Exchange Ltd., or MCX Stock Exchange Ltd., or any other recognized Stock Exchange and in the event of becoming Member or sub-broker or employee or Authorised person of a Member of a recognized Stock Exchange(s) in future, I shall not execute trades through KSBL.

I therefore request you to register me as your client for participating in the MFSS and the Trading segments opted by me in the Account opening Form.

Yours faithfully

Applicant's Signature : X _____

Date: _____

Applicant Name : _____

AUTHORISATION LETTER FOR ELECTRONIC COMMUNICATION

KARVY STOCK BROKING LIMITED

46 Avenue 4, Banjara Hills, Hyderabad -500 034

Dear Sir,

Sub : Issuance of Digital Contract Notes and other Communications in Electronic form

I/We understand that, I/We have the option to receive the contract notes in physical form or electronic form. In pursuance of the same, I/We hereby opt for receipt of contract notes in electronic form as well as all other communications including but not limited to bills, margin reports, margin calls/ demand notices/ auction/liquidation intimations, short delivery notices, account statement, holding statement, trade, order confirmations and any other notices also electronically.

I/We understand that issuance of digital contract notes is a specialized service offered by the Member which is optional in nature and this document has been signed by me/us voluntarily without any coercion or force. I/We also understand that I/We have a right to terminate this service and opt for physical contract notes. However in such an event this facility shall be liable to be terminated.

I/We understand that for the above purpose, you are required to take from the client "an appropriate email account" for you to send the electronic contract notes. Accordingly, please take the following email accounts on your record for sending the contract notes and other communications to me/us.

1. _____ 2. _____

I. I/We confirm that I/we have myself/ourselves created the above mentioned Email Ids or these Email Ids belong to my *Family Member Mr. / Mrs. _____ (Name).

*Family ' for this purpose would mean self, spouse, dependent children and dependent parents.

II. I/We shall access the contract notes/confirmations of the trades executed on my/our behalf on the trade date electronically. I/We understand that it is my/our responsibility to review all confirmations, contract notes, statements, notices and other communications including but not limited to status of my/our account, positions, margins and maintenance calls, etc. All information contained therein shall be binding on me/ us. if I/we do not object, either in writing or via electronic mail within reasonable time after any such documents are available to me/us.

I/We agree to open my/our Email daily and read all the emails, including ECNs sent by KSBL, on the mail ID provided by me/us. I/We agree that KSBL shall not be responsible for any loss/damages in case I/We fail to open my/our E-mail Id or fail to read those emails.

III. Should I/We experience any difficulty in opening a document electronically delivered to me/us, you may on receipt of intimation from me/us in that behalf, make the required delivery by any other electronic means (email, fax, electronic mail attachment, or in the form of any available download from the back-office website) or in paper based format. Failure by me/us to advise you of such difficulty within twenty four hours after delivery shall serve as an affirmation that I/we was/were able to receive and open the said document on the internet.

I/We agree that any error in the contract note shall be brought to the notice of KSBL within period stipulated by the Exchange on receipt of the same. If no discrepancy or error is pointed out by me/us, in writing, within stipulated period on receipt of contract, it will be presumed that I/We accept the trades as mentioned in the contract note and I/We shall not hold KSBL responsible for any damages, loss or claims, at a later date.

IV. I/We agree and authorize you to upload the E-mail specified above to all the Exchanges where I/We have opted to trade and/or Exchange designated agency to enable the concerned Exchange(s) to send details of transactions made on my account.

V. I/We agree that in any change in the Email-IDs specified above shall be communicated by me/us to you in writing.

VI. I/We agree not to hold you responsible for late/non-receipt of contract notes sent in electronic form and any other communication for any reason including but not limited to failure of email servers, loss of connectivity, email in transit etc., I/We agree that the Log Reports of your dispatching software shall be a conclusive proof of dispatch of Contract Notes and any other electronic communication to me/us and such dispatch shall be deemed to mean receipt by me/us and shall not be disputed by me/us on account of any non-receipt / delayed receipt for any reason whatsoever.

VII. I/We also agree that non-receipt of bounced mail notification by you shall amount to delivery at my/our e-mail id.

VIII. I/We agree that as an alternative to the e-mail communication and/or in case of non-receipt of the digital contract note through e-mail I/We shall utilize the facility of accessing the website hosted by you to access the contract notes and other information.

IX. I/We request you allocate a login and mail the password to me/us for accessing your website to download my contract notes, other details and also my statements.

X. I/We shall take all the necessary steps to ensure confidentiality and secrecy of the login name and password which secure my/our email- ID. Unless I/we lodge a complaint with you as to my/our inability to access the system, it would be presumed that contract notes and all other statements, documents, notices, etc, have been properly delivered.

Thanking you,

Yours faithfully,

Applicant's Signature : X _____

Date: _____

Applicant Name : _____

To

Karvy Stock Broking Limited

“KARVY HOUSE”, 46, Avenue 4, Street No. 1,
Banjara Hills, Hyderabad - 500 034.

Dear Sir,

Sub : Consent for Maintenance of Running Account

I/We understand that you are maintaining Exchange/Segment-wise ledger accounts for all the Exchanges/Segments in which I am trading and allow me deposit of funds/withdrawal of funds on combined ledger balance basis. Due to practical difficulties, I/We may not be in a position to settle my/ our trades within the Exchange specified settlement schedule. Hence, I/we request you to offer the facility of maintaining a running account with you. In this connection, I/We understand and agree to the following:

1. You can retain the funds with you, received as pay-outs from the Exchanges on my/our behalf without payment of any interest thereon. The same can be used towards margins for my/our future transactions or outstanding positions, if any.
2. You can retain the securities with you, in your margin account received as pay-outs from the Exchanges on my/our behalf at my/ our risk & responsibility. The same can be used towards margins/ collaterals for my/our future transactions or against outstanding positions, if any,
3. In case of any sale transactions done by me/us, you can automatically deliver the shares to the Exchange towards pay-in, out of my/ our shares if any lying with you, on my/our behalf.
4. In case of any purchase transactions done by me/us, you can automatically make the funds pay-in to the Exchange, out of the credits lying in my/our account, on my/our behalf.
5. In case of any debit balance, in my/our account, you can square off my/our securities held with you by me/us, to the extent of my/ our debit balance, without any notice to me/us.
6. **Inter Segment And Inter Exchange Transfer**
You can transfer funds / securities from my/our account in one segment against my/our margin, pay-in or other obligations in another segment in the same Exchange or different Exchanges. These funds can be done either by way of a journal entry (JV) or by way of physically exchanging cheques.
7. You can transfer or release funds, / securities from my/our account in one segment against collaterals / margins for lying in another segment in the same Exchange or different Exchanges
8. I/We am aware that the term funds here means monies that is lying as credit in my/our account or pay-outs that are to be received from the Exchanges arising out of sale of securities. Similarly, I am aware that term securities here means shares lying with you, on my/our behalf, or shares that are to be received as payout from the Exchange/s.
9. In case I/We require funds or securities, I/We will submit a request for the same in writing.
10. I/We have already authorized you to transfer/pledge the shares held by you on my behalf to any Exchange, Clearing House, Clearing Corporation or Clearing Member for obtaining exposure limits and/or margin benefits. I/We understand and agree that in case where my/our securities have been transferred by KSBL to the Exchange, Clearing House, Clearing Corporation or Clearing Member, it may take it three working days to transfer the securities thus requested.
11. I/We will not hold KSBL responsible for any loss/damage arising out of such transfers or pledge of securities and or sale done by KSBL, on my/our behalf, pursuant to these instructions.
12. In case if I/We wish to withdraw this consent, I/We shall inform KSBL in writing and get it acknowledged by KSBL, fully appreciating the fact that it may take KSBL a couple of days to process my request for withdrawal of consent and act upon the same.
13. I/We opt for periodic settlement of funds and securities as mentioned below by transfer to my /our default Bank and default Demat account given in KYC document or through other mode at the sole discretion of KSBL.

Nature of Disclosure	Please mention (Quarterly or Monthly) below in your own hand writing	Signature of the Client
Periodic settlement of funds and securities once in a		X

14. I/We authorise KSBL to retain securities/ funds to meet margin obligations for the next five trading days calculated in the manner specified by the Exchanges.
15. I/We understand and agree that KSBL at its discretion may transfer the funds for periodic settlement by issuing a cheque or purchasing a Demand Draft in my/our favour and post the same at my /our address registered with KSBL as per KYC document or may transfer the same through ECS.
16. I / We undertake to transfer funds to KSBL's bank account and/ or securities to KSBL Beneficiary Pool account before undertaking any fresh trades and in case there is margin shortfall or any risk perceptions to KSBL due to market volatility, KSBL has the authority to liquidate collaterals available with it to my/our credit and also close /square off open positions to reduce the margin or pay-in liability.
17. I/We clearly understand that at the time of periodic settlement of securities, KSBL has the prerogative of not providing me/us any exposure for fresh purchases or trading in derivatives until the time I /We transfer clear funds to KSBL's bank account and /or securities to KSBL's beneficiary pool account towards discharge of my/ our pay-in or margin obligations
18. I / We undertake the responsibility to register the accurate details of default bank account and Demat account with KSBL along with supporting documents as a proof thereof If there is any change in my default bank account or default Demat account, I shall register the same with KSBL by providing proof of new bank/Demat account and shall not hold KSBL responsible in case funds/ securities are not received by me/us due to any change, in bank or Demat account or suspension / blocking of credit transfers to these accounts..
19. I / We undertake and agree that in case of any discrepancy in my/our account or any trades made without consent in my/our account or any trade dispute or dispute relating to charges/ fees debited to my/our account, I/We shall inform in writing to KSBL within seven working days from the date of receipt of funds/securities in my/our account or statement as part of periodic settlement, else it shall be deemed that I/We have endorsed and confirmed correctness of ledger accounts reflecting funds and securities and also all the transactions carried in and fees/charges debited to my/our trading account.

FORCE MAJEURE

20. The KSBL shall not be responsible for delay or default in the performance of their obligations due to contingencies beyond their control, such as fire, flood, civil commotion, riots, earthquake, war, strikes, failure of the system, failure of Internet links or Government/ Regulatory actions including without limitation, any Act of God, lockouts, law and order problem, embargo, moratorium, unforeseen declaration of a public holiday, or any other cause beyond the reasonable control of the KSBL.

Yours faithfully

Applicant's Signature : X _____

Date: _____

Name of the Applicant : _____

MOBILE DECLARATION

1. I, _____ wish to open a E-broking and depository account with Karvy Stock Broking Limited (KSBL) and have submitted an application form bearing application no. _____. (Applicable only for new accounts).
2. I, _____ am the sole /first /joint holder of the depository account bearing Client ID _____ with Karvy Stock Broking Limited (KSBL) held jointly with _____ and _____.
3. I have been informed by the KSBL as a Depository Participant (KSBL) about the mandatory requirement of providing the particulars of mobile telephone connection for receiving alerts in respect of the above depository account as we have opted for operation of the depository account through Power of Attorney.
4. I have been informed by the KSBL as a Trading member about the availability of facility of receiving alerts on mobile phone in respect of the Trades executed in the market segments of the respective exchanges opted by the undersigned in the KYC form.
5. I am herewith providing the mobile phone details as mentioned below for receiving the alerts mentioned in preceding para 3 & 4.

Mobile number	Name of the holder of Mobile

6. a. I hereby declare that the mobile telephone number whose details are given above, is owned by undersigned and it is registered in my name with same address as given in the KYC Form. I am enclosing monthly bill for the same as proof.
(or)
- b. I hereby declare that the mobile telephone number given above held in my name is a pre-paid connection and hence I do not receive monthly bills for the same.
(or)
- c. I hereby declare that the mobile telephone number given above is held in my personal name and the address registered for the telephone connection differs as the same is _____ (specify reason).
(or)
- d. I do not own any mobile phone connection in my name and hence providing hereunder mobile number of a member of my family*.
*Family' for this purpose would mean spouse, dependent children and dependent parents.

Name of the Applicant	Account Holder Mobile Connection No.	Name of the Person in whose name the mobile connection exists	Relationship with the applicant	Address recorded against mobile connection

7. I understand and hereby accept that any message sent to the above mobile telephone connection regarding my depository account and trading in Equity, F&O & Currency Derivative Segment would be deemed to have been delivered to me.
8. I hereby agree to notify KSBL as a Broker and Depository Participant immediately on notice of any discrepancy / erroneous transaction done in my Trading account and Depository account, intimated to me through SMS alerts to the above mentioned mobile telephone number, but not later than 48 hours of receipt of SMS alert.
9. I also understand that KSBL provides Promotional Telephone calls/SMS alerts/Email alerts/blast dialing/Telephone alerts services for Fundamental, Technical, Intraday Research & other calls. I agree to receive such promotional calls/services from KSBL to the above mentioned mobile telephone number and may act upon any of the calls only after obtaining an independent advise and shall not hold KSBL accountable for any loss/damage arising out of such calls.
10. I also undertake to inform KSBL in writing of any change in mobile phone number immediately.
11. All alerts sent on the aforesaid number shall be deemed to be have been duly received and acknowledged by me in due course unless I have made a written request for change in mobile connection and have obtained acknowledgement of the same from KSBL.
12. I undertake and agree that I shall not register this number as DND with the service provider or any other competent authority/agency to disable receipt of SMS messages or out-bound Telephone calls from KSBL. In case, I register this number for DND, it shall be my duty to provide alternative number for receipt of SMS alerts and Telephone calls from KSBL.
13. I agree and authorize KSBL to upload the mobile number specified above to any Stock Exchange and/or Exchange designated agency to enable the concerned Exchange(s) to send details of transactions made on my Account.

CONSTITUENT

Applicant's Signature : X _____ Second Holder Signature _____ Third Holder Signature _____ Date : _____

Name of the Applicant : _____

From

Date : _____

To

The Branch Manager,
Depository Services Division Karvy Stock Broking Limited
 46, Avenue 4, Street No 1,
 Banjara Hills, Hyderabad – 500 034.

Dear Sir/Madam,

Sub: Registration of Power of Attorney for my/our Demat Account

Ref: Client Id No. _____ DP ID _____

I/We have opened a trading account having UCC No. _____ with Karvy Stock Broking Ltd (KSBL – Member) to invest and/or trade in shares, and other securities, and/or apply for IPOs /Public offers of various companies through the on-line and/ or off-line trading facilities offered by the KSBL. In order to facilitate smooth and proper execution, settlement and completion of trade transactions undertaken by me/us through KSBL – Member, I/We have appointed KSBL (Member) as my/our true and lawful constituted Attorney with powers to operate aforesaid Demat account on my/our behalf as per authorization given in the enclosed POA document.

I/We have the right to revoke the POA without prior notice to KSBL but with prior intimation to KSBL subject to my/our fulfilling of the Margin/ Settlement obligation for the transactions undertaken in my/our trading account with KSBL (Member). I/We authorize KSBL (DP), on receipt of notice of revocation of this POA, to seek details of trades pending for settlement from KSBL – Member and to revoke POA only after receiving confirmation of completion of pending settlement from KSBL(Member). The KSBL DP shall not be liable for any consequences arising from delay in revocation of this POA or non-revocation of this POA awaiting confirmation from KSBL(Member) as detailed above.

I/We request you to kindly arrange to register this POA in favour of M/s. KARVY STOCK BROKING LTD in your records and confirm us the same

I/We request you to provide internet access to KSBL (Member) to view my/our aforesaid demat account.

Yours Faithfully,

X _____
 (Signature of 1st Holder)

X _____
 (Signature of 2nd Holder)

X _____
 (Signature of 3rd Holder)

POWER OF ATTORNEY

To all whom these presents shall come. I / We _____
 S/o, D/o, W/o _____, resident of _____
 _____ or We _____, a
 company incorporated under Companies Act, 1956 having its registered office at 46, Avenue, 4, Street No. 1, Banjara Hills, Hyderabad-500
 034, have availed the trading facility offered by Karvy Stock Broking Limited.

SEND GREETINGS. WHEREAS:

- a) Karvy Stock Broking Limited is a trading member of NSE(CM), NSE(F&O), NSE(CDS), BSE(CM), BSE(F&O), MCX-SX (CM), MCX-F&O and MCX-SX CDS offering on-line and/or off-line trading facilities to its clients (hereinafter referred to "KSBL – Member") and also a Depository Participant of NSDL (IN300394, IN301557, IN301926, IN302470) and CDSL (13014400) (hereinafter referred to as KSBL – DP)
- b) I/We, desire to invest and/or trade in shares, bonds, debentures and other securities, whether listed or unlisted, including units of mutual funds, Government Securities, certificate of deposits, commercial papers, money market instruments (hereinafter referred to as the "Securities") and/or apply for IPOs /Public offers and follow up offers of various companies
- c) For the purpose of holding securities purchased / investments were made, I / We have opened a depository account bearing Client ID No. (hereinafter referred to as the "designated demat Account") with KSBL – DP;
- d) *I / We / _____, the first holder of the above mentioned depository account have / has also entered into Member – Constituent Agreement (hereinafter referred to as the "the Agreement" as amended and in force from time to time) with KSBL - Member and have opened a trading account bearing number _____ with KSBL – Member (hereinafter referred to as the "client account")

Or

*I / We /, the first holder of the above mentioned depository account, have submitted an application form no. , for opening a Trading account, (hereinafter referred to as the "client account") after having agreed upon the terms and conditions mentioned in the Member – Constituent Agreement, (hereinafter referred to as the "the Agreement" as amended and in force from time to time) (*Strike out whichever is not applicable)

- e) In accordance with terms and conditions mentioned in the agreement and other documents signed by me, I / We have confirmed to KSBL – Member that the designated demat account shall be utilized for the purpose of pay-in / pay out of securities against trades done in the client account and for the purpose of receiving securities allotted in IPOs, rights offers, NFOs, etc applied through KSBL in the client account. I/ We have also confirmed to KSBL – Member that securities held in the designated demat account can also be transferred/ pledged/ hypothecated/ blocked or used otherwise for the purpose of meeting my/ our upfront, maintenance, mark-to-market loss and other margin obligations.
- f) I/We have also mentioned my / our bank account particulars as _____ (savings / current / cash credit / others) account bearing no. _____ with _____ (Bank Name) & MICR NO. _____ in the designated Demat account which will generally be used by me / us for the purpose of payments towards the investments made by me / us (hereinafter referred to as designated bank account).
- g) For the purpose of availing the above mentioned facilities as well to facilitate proper execution, settlement and completion of all trade transactions in securities made by KSBL - Member on my / our behalf, I / We individual / joint account holders, hereby appoint KSBL – Member as my / our attorney and confer upon KSBL – Member the powers hereafter stated.

NOW THEREFORE THESE PRESENTS WITNESS THAT I / We as individual / joint account holders, for myself / ourselves and as the Client(s) of KSBL DP do hereby nominate, constitute and appoint KSBL –Member, acting through any of its officers or employees or any duly authorized person or agent, to be my/our true and lawful constituted attorney (hereinafter called as "attorney" for the purpose of brevity, which expression shall, unless repugnant to the meaning or context thereof be deemed to mean and include it successors) and authorize the said Attorney in my/our name(s) and on my/our behalf from time to time, to do and exercise or cause to be done and exercised, all or any of the acts, powers and authorities, deeds or things mentioned hereunder and if necessary shall be ratified by me/ us on instruction of KSBL-Member, that is to say:

X _____
 (Signature of 1st Holder)

X _____
 (Signature of 2nd Holder)

X _____
 (Signature of 3rd Holder)

OPTIONAL

1. To sign the delivery instruction slips and to transfer securities available in the electronic form in my / our demat account, on my / our behalf, in order to meet my/our settlement and margin obligations for the transactions done in my/our Trading account.
2. To block, hold, debit and/or create pledge, lien, hypothecation on securities available in my / our demat account on my/ our behalf, in its own favour or in favour of a Clearing House/ Clearing Corporation / Exchange and / or any other entity to meet my settlement and / or margin obligations.
3. To give instructions for issuing fresh delivery instructions slips and receive the same on my / our behalf, as and when required.
4. To debit and pay / transfer the necessary charges, from the credit balances available in my / our Client account with KSBL
 – Member towards payment of various charges, account maintenance fees, etc. payable by me / us to KSBL DP pertaining to transactions done, postage, and maintenance of my / our designated demat account.
5. To transfer necessary quantity of shares from my / our designated demat account, on my / our behalf, to any of the following demat account(s) of KSBL – Member for meeting any margin requirement in respect of transactions executed by me / us through my/our client Trading account with KSBL – Member, such as NSDL DP ACCOUNTS : NSE CM Account IN300394/10000158 (IN551999), BSE CM Account IN300394/14499568 (IN609175), NSE Margin Account IN300394/11544844, BSE Margin Account IN300394/10014644, NSE F&O Derivatives Account IN300394/11832204 CDSL DP ACCOUNTS : NSE POOL 1301440000000066, NSE(CISE) 1301440000001017, BSE (POOL) 1301440000035226, BSE(CISA) 1301440000035245, BSE (BEN) 1301440000562945, BSE(RRINCIPAL) 1301440000035230, MCX-SX CM Account IN 300394/18570215, MCX-SX (POOL) 1301440000717912, MCX-SX F&O Derivatives Account (BEN) 1301440000717887, MCX-SX (BEN) 1301440000717908, BSE F&O Derivatives Account (BEN) 1301440000717891, MCDX 16485569 and NCDX 17050279 opened and maintained with KSBL DP or any other such depository account opened by KSBL – Member for this purpose from time to time. In case of any change in these account numbers, KSBL – Member is authorized to transfer the securities to the new account numbers with prior intimation to me / us regarding such change.
6. To transfer securities received as payout from the Exchanges from the demat accounts of KSBL – Member mentioned in para 5 above, to my / our designated demat account, against transactions done in my / our client account. In case of any change in these account numbers, KSBL – Member is authorized to transfer the securities to the new account numbers with prior intimation to me / us regarding such change.
7. To apply in IPOs / NFOs / Public offers / follow up public offer of various companies, bonds, debentures and other securities, whether listed or unlisted, other financial products like fixed deposits of banks, NBFCs and other companies and mutual funds and additional units in various Mutual fund schemes, on my / our behalf, as per my / our consent, each time through the internet facility offered by KSBL – Member. Further, KSBL – Member is authorized to apply the said issues of companies, financial products or mutual fund schemes by signing the relevant forms and other relevant documents as may be required for this purpose, on my/our behalf.
8. To give instructions to Asset Management Companies / their Authorised Registrars for converting my/our offline folios to online folios and to sign on my/our behalf on the documents necessary for such conversion as required by the Asset Management Companies / their Authorised Registrars.
9. To debit my / our client account with an equivalent amount required for applying in the IPO / Mutual Fund schemes, bonds, debentures and other securities/financial products and ensure that the payment is made in the name of the issuer company / mutual fund through pay order/ demand draft issued in their favour or through any other alternate mode, on my/our behalf with the application form against my / our instructions given through the internet trading facility or any other mode offered by KSBL – Member.
10. To return the securities or funds that KSBL – Member might receive erroneously or those KSBL – Member was not entitled to receive, to my / our designated demat / bank account.
11. In case of death, disability, insolvency, winding up or liquidation of any one or more of us or of the joint holder/s and the surviving joint holders and heirs, nominees, executors, administrators, successors and legal representatives of the account holder who has died, disabled, dissolved, been adjudged insolvent, wound up or liquidated shall forthwith inform the Attorney and the KSBL – DP of the same in writing. In such an event, the Power of Attorney and the instructions contained herein shall be revoked forthwith.

X _____
 (Signature of 1st Holder)

X _____
 (Signature of 2nd Holder)

X _____
 (Signature of 3rd Holder)

12. Further, KSBL – Member is authorized to send consolidated summary of scrip-wise positions of securities bought and sold taken with average rates by way of SMS / email on a daily basis to my / our Mobile Number / email address registered with Member initially and changed from time to time as per my / our request.
13. The Power of Attorney with authority and powers as stated herein has been given for the specific purpose of the above mentioned services and can be revoked without prior notice but under intimation to KSBL – Member subject to my / our fulfilling of the Margin / Settlement and /or other obligation for the transactions undertaken in my/ our client account with KSBL – Member.

All disputes arising out of this Power of Attorney shall be subject to the jurisdiction of the City civil Courts situated at Hyderabad, Andhra Pradesh.

IN WITNESS WHERE OF I / We, hereunto set and subscribe my / our hands and signed at on this _____ day of __20__.

X Signature of the First Holder	We, hereby agree to exercise the powers conferred upon us in terms of the clauses mentioned hereinabove. For and on behalf of KARVY STOCK BROKING LIMITED
X Signature of the Second Holder	
X Signature of the Third Holder	Authorised Signatory
In the presence of Name and Address of Witness:	In the presence of Name and Address of Witness:
X Signature	X Signature

MANDATE FORM

(Where mandate is in favour of a family member)

To,
Karvy Stock Broking Limited

Date : _____

"Karvy Centre", 8-2-609/K, Avenue 4, Street No.1, Banjara Hills,
Hyderabad – 500 034.

Ref.: Client Code No. _____

Dear Sir ,

Sub : Authorization to trade and transact on my behalf

I, _____ having my Client Code(UCC) as mentioned hereinabove, hereby irrevocably authorize Mr. / Ms. _____, residing at _____, and who is related to me, to trade and transact in securities for and on behalf of me and that the Karvy Stock Broking Limited may act on the instructions of above named authorized representative.

I hereby confirm and acknowledge that all the instructions given by above named in relation to the aforesaid account shall be binding on me and I shall never raise an issue in respect of the trades done by above named on my behalf and KSBL shall not be liable for any act in relation thereto. I also authorize the above mentioned to undertake the following activities in my above referred account on my behalf.

- 1) Collect cheques/pay-orders on my behalf, issued in my favour by KSBL, against my credit balance in the above UCC
- 2) Receive and acknowledge contract notes
- 3) Receive and Confirm ledger balances.
- 4) Handover Cheques from my bank account, mentioned in the KYC, against my dues
- 5) Handover Delivery Instruction Slips of my demat account, mentioned in the KYC, against my delivery obligations.

I also undertake to indemnify KSBL for all dues, loss, penalties and incidental expenses relating to and arising out of the transactions executed by the above named in my above mentioned account.

In case I wish to withdraw this mandate, I shall inform KSBL in writing and get due acknowledgement from KSBL at least one week in advance from the date of withdrawal.

I Agree

Name of the authorized person : _____

Signature of authorized person : _____

Relationship with the client : _____

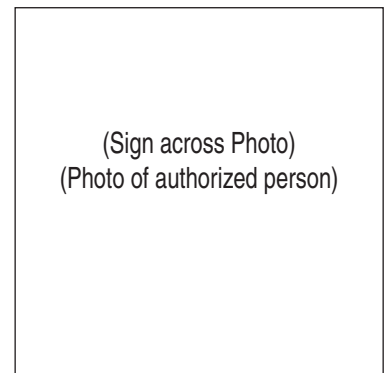
Yours Truly,

Name of the client : _____

Client's Signature : **X** _____

Client Code : _____

Witness Name & Address : _____



Witness Signature : _____

FORMAT APPLICABLE FOR OPERATION OF THE TRADING ACCOUNT ONLY

(On Rs . 100 Stamp paper / stamp paper to be in the name of the person who is giving power of attorney / to be notarized)

TO ALL TO WHOM THESE PRESENTS SHALL COME

I, Mr / Mrs / Ms _____ age _____ son / daughter / wife of Mr _____
 _____ residing at _____ SEND

GREETINGS

WHEREAS

(write back ground here, and reason why power of attorney is being granted)

I am a registered client of Karvy Stock Broking Limited under Client ID No. _____ for the purpose of dealing in shares and securities

I am a professional/ businessman/ in service and due to my pre-occupation / ill health, I am unable to manage my investment affairs and therefore, have decided to appoint an attorney to carry out the investment and financial transactions and to manage the financial affairs in the manner and to the extent stated herein below:

NOW KNOW YOU BY THESE PRESENTS that I, the said Mr / Mrs / Ms _____ do hereby nominate, constitute and appoint Mr / Mrs / Ms _____ age _____ son / daughter / wife of Mr. _____ residing at _____

as my true and lawful Attorney for me in the name and on behalf of myself to do, exercise, execute and perform all or any of the following acts, deeds and things, namely:

1. To invest, acquire, purchase, sell, transfer, assign, divest or otherwise deal in any manner whatsoever, in securities of any kind including shares, bonds, stocks, units, derivative instruments, government securities or other investments of any nature, which do now or hereafter shall stand in my name or to which I am now or may at any time hereafter be entitled to and for that purpose to employ and pay brokers and other agents in that behalf the purchase money payable in respect of such purchases and to receive and give receipts for the sale money receivable in respect of such sales and to transfer any investments so sold to the purchaser or purchasers thereof or their nominees or as he or they may direct and for these purposes to sign and execute all such contracts, transfer deeds, delivery instructions and other writings and do all such other acts as may be necessary for effectually transferring or assigning the same.
2. To open Demat Account with such Depository Participant as he may deem fit and to operate, block and /or issue debit or credit instructions for the said Demat account towards the obligation/ receivables for transactions done on my behalf and to all such act, deeds, things, as may required for operations of the said Demat account.
3. To appoint any broker(s), and in this connection do all things and sign all papers and writings, including executing agreements with them, completing client registration formalities, remunerating them, placing margins, and receiving them back, and without limitations, do all things and sign and execute all documents as may be necessary to conduct broking transaction for and on my behalf and in my name, and is further authorized to grant power of attorney on my behalf to a broker in the form and manner, and to do such things, as may be specified or prescribed by the broker, and is further authorized to accept all contracts notes, bills, transactions, account statements for me and on my behalf, and issue and receive cheques or other payment instruments, give and take delivery of securities, execute instructions for transfer of securities into or out of my depository account (s) and do all other relevant and related acts
4. To apply for IPOs and public issues of any company, corporation, body corporate or statutory body including applying for and getting allotment of government securities and accept allotments of shares, refund orders and other securities in my name
5. To tender, contract for, purchase, accept and sign the transfer as buyer or seller of or into or out of my name any shares and other securities in my name in any company, corporation, body corporate or statutory body including applying for government securities, including accepting open offers, buy back offers and the like

6. To pay all calls that may be lawfully made or other expenses in relation to my investments and to give security for payment for the same

7. For all or any purpose above, to execute and give bonds, indemnities, guarantees, covenants and obligations in my name

AND GENERALLY to do, perform and execute all acts, deeds, matters and things relating to or concerning or touching these presents as fully and effectual as if I/we were personally present and had done, performed or executed the same

AND I / we hereby agree that the powers granted hereinabove can be delegated by the said attorney, in entirety or in part, to any official, person or to its constituted attorney

AND I/we hereby agree to ratify and confirm all and whatsoever the said attorney or to its constituted attorney its agents, nominees, officers shall do or cause to be done in the premises in pursuance of these presents

AND I/we hereby agree that the Power of Attorney issued hereunder is irrevocable and unconditional in so far as my transactions and dealings with Karvy Stock Broking Limited are concerned and I shall not cancel, changed or amend the same without prior written intimation to Karvy Stock Broking Limited and further indemnify and keep Karvy Stock Broking Limited indemnified against any losses, claims or damages that Karvy Stock Broking Limited may suffer due to the actions taken by Karvy Stock Broking Limited based on the instructions of holder of this Power of Attorney after the POA is withdrawn or restricted and before the proper intimation is given to Karvy Stock Broking Limited.

IN WITNESS WHEREOF

I/we have signed and delivered these presents at _____ (Place) this _____ day of _____

SIGNED AND DELIVERED BY

Before me,

The aforesaid Mr / Mrs / Ms

I Agree

Name : _____

Signature : _____

DECLARATION CUM UNDERTAKING FOR NAME DIFFERENCE IN PAN CARD

To
KARVY STOCK BROKING LTD.
 Avenue 4, Street No 1, Banjara Hills, Hyderabad 500 034.

..... S/o, D/o, w/oresiding at
 do hereby state as under:-

I refer to my account opening application for a Trading Account / Demat Account with KARVY Stock Broking Ltd (KSBL) in the name of

I do hereby affirm, declare and undertake as under:-

1. That my name as it appears on the PAN CARD is
2. That I have been informed tha my name as registered with Income Tax Department is
3. That both the names, the name mentioned on the PAN CARD and the name as it appears in IT Department records
4. That the name before my marriage* was and the name after my marriage with is
5. That I shall indemnify & keep indemnified KARVY Stock Broking Ltd, its directors, officers, employees and agents from and against any and all losses, claims, liabilities, obligations, damages, deficiencies, judgments, actions, suits, proceedings or any liability suffered or incurred or fastened on to KSBL due to KSBL accepting this Declaration cum Undertaking and acting on the same.

That the contents of this Declaration cum Undertaking have been explained to me in vernacular and I have understood the same before signing it.

That this Declaration cum Undertaking given by me to KSBL is by my absolute free will and without any coercion, undue influence and at present I am having sound health and mind.

Signature of the Client/Applicant : **X**

Customer Name : Client Id :

PAN Number :

Place :

Date :

* Proof to be enclosed. Strike off if not applicable.
 1st / 2nd / 3rd Holder has to submit separately in case of Joint Accounts

Attestation of the Signature by the Banker

To
KARVY STOCK BROKING LTD.
 Hyderabad

Date :

Sir / Madam

Based on the request of (whose photograph is affixed herewith) we confirm that Mr./Mrs./M/s. is resident of

having Saving/Current bank account bearing No. with us.

We confirm that the signatures done below and address mentioned above are as per the records available with our bank.

X

 Specimen Signature of the Client

.....
 Signature of the Banker

.....
 Name of the Bank, Branch & Stamp

DP CHARGES SCHEDULE - A
(for Individual Accounts)

Annual Maintenance Fee	Rs. 375 for clients trading through Karvy Stock Broking Limited(Statement of Holdings, Transaction details , Bills etc will be sent through E-mail)
	Rs. 400 for clients opening to receive statement of Holding, Transaction details, Bills, etc., by Email
	Rs. 450 for others
Transaction Fees (Applicable only when securities move out of Demat Account)	<ol style="list-style-type: none"> 1. If sold through KSBL: <ol style="list-style-type: none"> a. For "KSBL POA" registered account : Rs. 12 per transaction b. For "KSBL Non POA" account – Rs. 20 per transaction 2. Rs. 30 per transaction up to a value of Rs. 30,000 or part thereof, Rs.10 for every additional value of Rs. 30,000 or part thereof. Subject to Minimum of Rs. 30 and Maximum of Rs.1000 per transaction.
Dematerialization Charges	Rs. 3 per Certificate Courier Reimbursement Charges – Rs. 25 per DRF
Rematerialization Charges	<ol style="list-style-type: none"> a. Flat fee of Rs. 20 for every 100 securities or part thereof or b. Flat fee of Rs. 20 per Certificate, whichever is higher
Pledge (Creation/Closure/ Invocation/Confirmation)	0.03% of value of the pledge. Minimum Charge Rs 100 per scrip. Maximum Rs. 1000.

Note:- **1.** Above charges are exclusive of service tax, securities transaction tax and other levies by Government Bodies / Statutory Authority as applicable from time to time, unless otherwise specified. **2.** Charges are subject to revision at the Company's sole discretion as informed by circulars sent by ordinary post / courier. **3.** Charges quoted above are for the services listed. Any services not quoted above will be charged separately. **4.** All instructions for transfer of securities from Demat account must be received at the designated branches at least 24 hours before the execution date.

X _____
(Signature of Sole/1st Holder)

X _____
(Signature of 2nd Holder)

X _____
(Signature of 3rd Holder)

CDSL Agreement

Agreement between a Participant and a Person seeking to open a Beneficial Owner's Account

This Agreement made and entered into at _____ this _____ day of _____ 201____, 1st X
 between **Karvy Stock Broking Limited** having his/its office/ registered office at "Karvy House",46 Avenue 4, 2nd X
 Street No. 1, Banjara Hills, Hyderabad – 500 034 hereinafter called "the Participant" of the One Part; AND 3rd X
 _____, (description of the legal entity) having his/ its office/
 registered office/address at _____,

hereinafter called "the Beneficial Owner" of the Other Part WHEREAS the Beneficial Owner is desirous of opening a beneficial owner's account with the Participant and the Participant has agreed to open an account in the name of the Beneficial Owner and render services to the Beneficial Owner as a participant, on the terms and conditions recorded hereinbelow:

NOW THIS AGREEMENT WITNESSETH AND IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:

General Clause

1. The parties hereto agree to abide by the provisions of the Depositories Act, 1996, SEBI (Depositories and Participants) Regulations, 1996, Bye Laws and Operating Instructions issued by CDSL from time to time in the same manner and to the same extent as if the same were set out herein and formed part of this Agreement.

Fees, Charges and deposits

2. The Participant shall be entitled to change or revise the fees, charges or deposits from time to time provided however that no increase therein shall be effected by the Participant unless the Participant shall have given at least one month's notice in writing to the Beneficial Owner in that behalf. In case the Beneficial Owner committing a default in the payment of any such amount payable to the Participant on their respective due dates or within fifteen days of the same being demanded (where no such due date is specified), the Participant shall be entitled to charge interest on the amount remaining outstanding or unpaid not exceeding 18% per annum or part thereof. On such continued default, the Participant after giving two days notice to the Beneficial Owner shall have a right to stop processing of instructions of Beneficial Owners till such time he makes the payment along with interest if any.

Statement of Account

3.1 The Participant shall furnish to the Beneficial Owner a statement of his/its account at the end of every month if there has been even a single entry or transaction during that month, and in any event once at the end of each quarter.

1 [The statement of accounts to be provided to the Beneficial Owner under this Agreement shall be in the form specified in Operating Instructions or as communicated by CDSL from time to time.] The Participant shall furnish such statements at such shorter periods as may be required by the Beneficial Owner on payment of such charges by the Beneficial Owner as may be specified by the Participant.

3.2 It is agreed that if a Participant is providing the services of issuing the statement of accounts in an electronic mode and if the Beneficial Owner is desirous of availing such services from the Participant, then the Participant will furnish to the Beneficial Owner the statement of accounts under its digital signature, as governed under the Information Technology Act, 2000. Provided however that in the event of the Beneficial Owner requiring a physical copy of the statement of accounts, despite receiving the same in the electronic mode, then irrespective of having forwarded the same via electronic mode, the Participant shall be obliged to provide a physical copy thereof to the BO.

3.3 It is agreed and understood between the parties that if the Participant does not have the facility of providing the statement of account in the electronic mode, then the Participant shall be obliged to forward the statement of account only in physical form.]

Beneficial Owner shall intimate change of particulars

4. The Participant shall not be liable or responsible for any loss that may be caused to the Beneficial Owner by reason of his/its failure to intimate change in the particulars furnished to the Participant from time to time, unless notified by the Beneficial Owner.

3 [Depository] not liable for claims against Beneficial Owner

5. CDSL shall not be liable to the Beneficial Owner in any manner towards losses, liabilities and/ or expenses arising from the claims of third parties or for any fees, charges, taxes, duties, levies or penalties levied, imposed or demanded by any Central, State, statutory or revenue authority in respect of securities credited to the Beneficial Owner's account.

Authorised Representative

6. Where the Beneficial Owner is a body corporate or a legal entity, it shall, simultaneously with the execution of the Agreement furnish to the Participant, 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.

X _____
 (Signature of 1st Holder)

X _____
 (Signature of 2nd Holder)

X _____
 (Signature of 3rd Holder)

Termination

7. The parties may at any time terminate this agreement, provided that a notice of not less than thirty days is given in the manner and on the terms and conditions and procedure set out in the Bye Laws and the Operating Instructions. In the event of termination by either party, the Participant shall deal with the securities lying in the account of a Beneficial Owner in accordance with the instructions of such Beneficial Owner.

Stamp Duty

8. Any stamp duty (including interest or penalty levied thereon) payable on the Agreement and/or on any deed, document or writing executed in pursuance hereof between the parties hereto shall be borne and paid by the Beneficial Owner.

Force Majeure

9. Notwithstanding anything contained herein or in the Bye Laws, neither party hereto shall be liable to indemnify or compensate the other for any breach, non- performance or delay in performance of any obligations under the Agreement or for any harm, loss, damage or injury caused to the other due to causes reasonably beyond its control including but not limited to tide, storm, cyclone, flood, lightning, earthquake, fire, blast, explosion or any other act of God, war, rebellion, revolution, insurrection, embargo or sanction, blockade, riot, civil commotion, labour action or unrest including strike, lock-out or boycott, interruption or failure of any utility service, enemy action, criminal conspiracy, act of terrorism or vandalism, sabotage, or intrusion, or any other irresistible force or compulsion.

Service of Notice

10. Any notice or communication required to be given under this agreement [shall be in writing, and shall be legally effective only when it is delivered to the addressee at the last known address in the manner prescribed in the operating instructions].

Arbitration

11. The parties hereto shall, in respect of all disputes and differences that may arise between them, abide by the provisions relating to arbitration and conciliation specified under the Bye Laws.

Jurisdiction

12. The parties hereto agree to submit to the exclusive jurisdiction of the courts in Hyderabad.

Governing Law

13. The Agreement shall be governed by and construed in accordance with the laws in force in India.

IN WITNESS WHEREOF the parties hereto have hereunto set and subscribed their respective hands/ seals to this Agreement in duplicate on the day, month, year and place first hereinabove mentioned.

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

Signed and delivered by	
1) (Signature of 1st Holder) X	Witness Signature
2) (Signature of 2nd Holder) X	Witness Name
3) (Signature of 3rd Holder) X	Address
.....	
For and on behalf of Karvy Stock Broking Ltd.	Witness Signature
Signed and delivered by	Witness Name
X	Address
Authorised Signatory
Name :	

NSDL AGREEMENT

CLIENT ID _____

Agreement between the Depository Participant and the person seeking to open an account with the Depository Participant

This agreement made and entered into this day of between 1st X
 2nd X
 (hereinafter called 3rd X

“the Client”) and **Karvy Stock Broking Ltd.**, with it’s Registered Office : at “KARVY HOUSE”, 46, Avenue 4, Street No. 1, Banjara Hills, Hyderabad - 500 034 (hereinafter called “the Depository Participant”).

Witnesseth

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

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

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

X _____
 (Signature of 1st Holder)

X _____
 (Signature of 2nd Holder)

X _____
 (Signature of 3rd Holder)

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

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

Signed and delivered by	
1) (Signature of 1st Holder) X	Witness Signature
2) (Signature of 2nd Holder) X	Witness Name
3) (Signature of 3rd Holder) X	Address
.....
For and on behalf of Karvy Stock Broking Ltd.	
Signed and delivered by	Witness Signature
X	Witness Name
Authorised Signatory	Address
Name :

INTERNET AGREEMENT

To be filled by Sole / First Applicant	To be filled by Karvy Stock Broking Ltd
EMAIL ID :	USER ID :
	CLIENT ID :

Agreement between the Depository Participant and the client for providing the Transaction Statement through Internet

This agreement made and entered into this day of between situated at (hereinafter called "the Client") and Karvy Stock Broking Ltd, with its registered office at "KARVY HOUSE", 46, Avenue 4, Street No. 1, Banjara Hills, Hyderabad - 500 034. (hereinafter called "the Depository Participant").

Witnesseth

WHEREAS the Client has permitted the Depository Participant to provide the transaction, holding, and bill statement through internet. NOW THEREFORE in consideration of the Depository Participant having agreed to provide the transaction, holding, and bill statement through internet, both the parties to the agreement hereby covenant and agree as follows:

- i. The Depository Participant shall install adequate systems to restrict the access of the transaction statement only to the Client.
- ii. The Client shall take all the necessary steps to ensure confidentiality and secrecy of the log-in name and password.
- iii. The Client is aware that the transaction statement may be accessed by other entities in case the confidentiality/ secrecy of the login name and password is compromised.
- iv. In case the Client opts for transaction statement through email, it shall immediately inform the Participant about change in email address, if any. The Participant shall verify and confirm with the Client about the change. Further, the Participant shall confirm with the Client about validity of the email address atleast once in a year.
- v. The client agrees not to receive Transaction Statement in paper form from the Participant. Provided however that, in case when the Participant is not able to provide Transaction Statement to its Clients through internet (web-based / email) due to any unforeseen problems, the Participant should ensure that the Transaction Statement reaches to the Client in physical form as per the time schedule stipulated in the Bye Laws & Business Rules of NSDL.
- vi. The Depository Participant and the Client shall have the right to terminate this agreement after giving a notice of atleast 10 days to the other party.
- vii. The above terms and conditions are in addition to and not in violation of the terms and conditions forming a part of the "Agreement between the Depository Participant and the person seeking to open an account with the Depository Participant" signed by the Client at the time of opening the account with the Depository.

X (Signature of 1st Holder)

X (Signature of 2nd Holder)

X (Signature of 3rd Holder)

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

Signed and delivered by	
1. (Signature of First Holder) X	Witness Signature
2. (Signature of Second Holder) X	Witness Name
3. (Signature of Third Holder) X	Address
For and on behalf of Karvy Stock Broking Ltd.	
Signed and delivered by	Witness Signature
X	Witness Name
Authorised Signatory	Address
Name :

Date: _____

To
KARVY STOCK BROKING LTD.
 Avenue 4, Street No 1, Banjara Hills, Hyderabad 500 034.

Re: Beneficial Owner (BO) Account No. _____

I/We _____ [name(s) of the BO(s)] had entered into agreement dated _____ with you at the time of opening of the aforesaid BO account.

Pursuant to the amendment in Clause 3 of the agreement (Annexure C to the Bye Laws of CDSL), I/We confirm having opted to receive the statement of accounts pertaining to the above mentioned BO account in electronic mode in lieu of physical copy of the statement of account.

I/We confirm that the dispatch of statement of account to me/us at the following email address shall constitute full and absolute discharge of your obligation under the above agreement to provide me/us with statement of my/our BO account. But, I/we reserve my/our right to receive the physical copy of statement of accounts despite receiving the same in electronic mode, if such a demand is made in writing on you.

[Email address: _____]

I/We confirm that any change in the aforesaid email address or any other instructions with regard to dispatch/ service of my/our statement of account on me/us shall not be binding upon you unless you are intimated in writing by me/us by acknowledged delivery.

Yours faithfully,

	Name(s) of Applicant(s)	Applicant(s) Signature
Sole/First Holder		X
Second Holder		X
Third Holder		X

KNOW YOUR CLIENT (KYC) - APPLICATION FORM - FOR INDIVIDUAL
KARVY STOCK BROKING LIMITED, 46, Avenue 4, Street No. 1, Banjara Hills,
 Hyderabad 500 034; Ph : 040 – 2331 2454, Fax: 040-23311968

NEW CHANGE REQUEST (Please tick (3) the appropriate)

Please fill this form in **ENGLISH** and in **BLOCK LETTERS**

(Please tick ✓ the box on left margin of appropriate row where **CHANGE/CORRECTION** is required and provide the details in the corresponding row)

Acknowledgement No.

A IDENTITY DETAILS

1. Name of the Applicant

2. Father's/Spouse Name

3a. Gender Male Female 3b. Marital status Single Married 3c. Date of Birth | D | D | / | M | M | / | Y | Y | Y | Y |

4a. Nationality Indian Other (Please specify) _____

4b. Status Resident Individual Non Resident Foreign National

5a. PAN _____

5b. Unique Identification Number (UID) / Aadhaar, if any: _____

6. Specify Proof of Identity submitted PAN card Other (Please specify) _____

PHOTOGRAPH

Please affix your recent passport size photograph and sign across it

B ADDRESS DETAILS

1. Address for Correspondence

City / Town / Village _____ Pin Code _____
 State _____ Country _____

2. Specify the Proof of Address submitted for Correspondence Address: _____

3. Contact Details

Tel. (Off.) _____ Fax _____
 Tel. (Res.) _____ Mobile No _____
 E-Mail Id. _____

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

City / Town / Village _____ Pin Code _____
 State _____ Country _____

5. Specify the Proof of Address submitted for Permanent Address: _____

C OTHER DETAILS

1. Gross Annual Income Details (Please Specify) Income range per annum: Below ₹ 1 Lac ₹ 1-5 Lac ₹ 5-10 Lac ₹ 10-25 Lac More than ₹ 25 Lacs

OR

Net-worth (Net worth should not be older than 1 year) Amount ₹ _____ as on (date) | D | D | / | M | M | / | Y | Y | Y | Y |

2. Occupation (Please tick ✓ any one and give brief details):

Private Sector Public Sector Government Service Business Professional Agriculturist Retired
 Housewife Student Others (Please specify) _____

3. Please tick, if applicable: Politically Exposed Person (PEP) Related to a Politically Exposed Person (PEP)

4. Any other information: _____

D DECLARATION

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

Date: | D | D | / | M | M | / | Y | Y | Y | Y |

Signature of the Applicant

FOR OFFICE USE ONLY

In Person Verification (IPV) Details:

Name of the person who has done the IPV: _____

Designation: _____ Employee ID: _____

Name of the Organization: _____

Date of IPV: | D | D | / | M | M | / | Y | Y | Y | Y |

Signature of the person who has done the IPV _____

Seal/Stamp of the Intermediary

- (Originals Verified) True copies of Documents received
 (Self Attested) Self Certified Document copies received

Date _____

Signature of the Authorised Signatory _____

INSTRUCTIONS/CHECK LIST FOR FILLING KYC FORM

A. IMPORTANT POINTS:

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

B. Proof of Address (POA) - List of documents admissible as Proof of Identity:

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

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

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

- Passport/ Voters Identity Card/ Ration Card/ Registered Lease or Sale Agreement of Residence/ Driving License/ Flat Maintenance bill/ Insurance Copy.
- Utility bills like Telephone Bill (only land line), Electricity bill or Gas bill - Not more than 3 months old.

- Bank Account Statement/Passbook -- Not more than 3 months old.
- Self-declaration by High Court and Supreme Court Judges, giving the new address in respect of their own accounts.
- Proof of address issued by any of the following: Bank Managers of Scheduled Commercial Banks/Scheduled Co-Operative Bank/Multinational Foreign Banks/Gazetted Officer/Notary public/Elected representatives to the Legislative Assembly/Parliament/Documents issued by any Govt. or Statutory Authority.
- Identity card/document with address, issued by any of the following: Central/State Government and its Departments, Statutory/Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions, Colleges affiliated to Universities and Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council etc., to their Members.
- For FII/sub account, Power of Attorney given by FII/sub-account to the Custodians (which are duly notarized and/or apostilled or consularised) that gives the registered address should be taken.
- The proof of address in the name of the spouse may be accepted.

D. Exemptions/clarifications to PAN

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

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

E. List of people authorised to attest the documents:

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

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

Types of entity	Documentary requirements
Corporate	<input type="checkbox"/> Copy of the balance sheets for the last 2 financial years (to be submitted every year). <input type="checkbox"/> Copy of latest share holding pattern including list of all those holding control, either directly or indirectly, in the company in terms of SEBI takeover Regulations, duly certified by the company secretary/Whole time director/MD (to be submitted every year). <input type="checkbox"/> Photograph, POI, POA, PAN and DIN numbers of whole time directors/two directors in charge of day to day operations. <input type="checkbox"/> Photograph, POI, POA, PAN of individual promoters holding control - either directly or indirectly. <input type="checkbox"/> Copies of the Memorandum and Articles of Association and certificate of incorporation. <input type="checkbox"/> Copy of the Board Resolution for investment in securities market. <input type="checkbox"/> Authorised signatories list with specimen signatures.
Partnership firm	<input type="checkbox"/> Copy of the balance sheets for the last 2 financial years (to be submitted every year). <input type="checkbox"/> Certificate of registration (for registered partnership firms only). <input type="checkbox"/> Copy of partnership deed. <input type="checkbox"/> Authorised signatories list with specimen signatures. <input type="checkbox"/> Photograph, POI, POA, PAN of Partners.
Trust	<input type="checkbox"/> Copy of the balance sheets for the last 2 financial years (to be submitted every year). <input type="checkbox"/> Certificate of registration (for registered trust only). <input type="checkbox"/> Copy of Trust deed. <input type="checkbox"/> List of trustees certified by managing trustees/CA. <input type="checkbox"/> Photograph, POI, POA, PAN of Trustees.
HUF	<input type="checkbox"/> PAN of HUF. <input type="checkbox"/> Deed of declaration of HUF/ List of coparceners. <input type="checkbox"/> Bank pass-book/bank statement in the name of HUF. <input type="checkbox"/> Photograph, POI, POA, PAN of Karta.
Unincorporated association or a body of individuals	<input type="checkbox"/> Proof of Existence/Constitution document. <input type="checkbox"/> Resolution of the managing body & Power of Attorney granted to transact business on its behalf. <input type="checkbox"/> Authorised signatories list with specimen signatures.
Banks/ Institutional Investors	<input type="checkbox"/> Copy of the constitution/registration or annual report/balance sheet for the last 2 financial years. <input type="checkbox"/> Authorised signatories list with specimen signatures.
Foreign Institutional Investors (FII)	<input type="checkbox"/> Copy of SEBI registration certificate. <input type="checkbox"/> Authorised signatories list with specimen signatures.
Army/ Government Bodies	<input type="checkbox"/> Self-certification on letterhead. <input type="checkbox"/> Authorised signatories list with specimen signatures.
Registered Society	<input type="checkbox"/> Copy of Registration Certificate under Societies Registration Act. <input type="checkbox"/> List of Managing Committee members. <input type="checkbox"/> Committee resolution for persons authorised to act as authorised signatories with specimen signatures. <input type="checkbox"/> True copy of Society Rules and Bye Laws certified by the Chairman/Secretary.

KNOW YOUR CLIENT (KYC) - APPLICATION FORM - FOR INDIVIDUAL
KARVY STOCK BROKING LIMITED, 46, Avenue 4, Street No. 1, Banjara Hills,
 Hyderabad 500 034; Ph : 040 – 2331 2454, Fax: 040-23311968

NEW CHANGE REQUEST (Please tick (3) the appropriate)

Please fill this form in **ENGLISH** and in **BLOCK LETTERS**

(Please tick ✓ the box on left margin of appropriate row where **CHANGE/CORRECTION** is required and provide the details in the corresponding row)

Acknowledgement No.

A IDENTITY DETAILS

1. Name of the Applicant

2. Father's/Spouse Name

3a. Gender Male Female 3b. Marital status Single Married 3c. Date of Birth | D | D | / | M | M | / | Y | Y | Y | Y |

4a. Nationality Indian Other (Please specify) _____

4b. Status Resident Individual Non Resident Foreign National

5a. PAN _____

5b. Unique Identification Number (UID) / Aadhaar, if any: _____

6. Specify Proof of Identity submitted PAN card Other (Please specify) _____

PHOTOGRAPH

Please affix your recent passport size photograph and sign across it

B ADDRESS DETAILS

1. Address for Correspondence

City / Town / Village _____ State _____ Country _____ Pin Code _____

2. Specify the Proof of Address submitted for Correspondence Address: _____

3. Contact Details

Tel. (Off.) _____ Fax _____
 Tel. (Res.) _____ Mobile No _____
 E-Mail Id. _____

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

City / Town / Village _____ State _____ Country _____ Pin Code _____

5. Specify the Proof of Address submitted for Permanent Address: _____

C OTHER DETAILS

1. Gross Annual Income Details (Please Specify) Income range per annum: Below ₹ 1 Lac ₹ 1-5 Lac ₹ 5-10 Lac ₹ 10-25 Lac More than ₹ 25 Lacs

OR

Net-worth (Net worth should not be older than 1 year) Amount ₹ _____ as on (date) | D | D | / | M | M | / | Y | Y | Y | Y |

2. Occupation (Please tick ✓ any one and give brief details):

Private Sector Public Sector Government Service Business Professional Agriculturist Retired

Housewife Student Others (Please specify) _____

3. Please tick, if applicable: Politically Exposed Person (PEP) Related to a Politically Exposed Person (PEP)

4. Any other information: _____

D DECLARATION

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

Date: | D | D | / | M | M | / | Y | Y | Y | Y |

Signature of the Applicant

FOR OFFICE USE ONLY

In Person Verification (IPV) Details:

Name of the person who has done the IPV: _____

Designation: _____ Employee ID: _____

Name of the Organization: _____

Date of IPV: | D | D | / | M | M | / | Y | Y | Y | Y |

Signature of the person who has done the IPV _____

Seal/Stamp of the Intermediary

- (Originals Verified) True copies of Documents received
- (Self Attested) Self Certified Document copies received

Date _____

Signature of the Authorised Signatory _____

INSTRUCTIONS/CHECK LIST FOR FILLING KYC FORM

A. IMPORTANT POINTS:

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

B. Proof of Address (POA) - List of documents admissible as Proof of Identity:

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

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

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

- Passport/ Voters Identity Card/ Ration Card/ Registered Lease or Sale Agreement of Residence/ Driving License/ Flat Maintenance bill/ Insurance Copy.
- Utility bills like Telephone Bill (only land line), Electricity bill or Gas bill - Not more than 3 months old.

- Bank Account Statement/Passbook -- Not more than 3 months old.
- Self-declaration by High Court and Supreme Court Judges, giving the new address in respect of their own accounts.
- Proof of address issued by any of the following: Bank Managers of Scheduled Commercial Banks/Scheduled Co-Operative Bank/Multinational Foreign Banks/Gazetted Officer/Notary public/Elected representatives to the Legislative Assembly/Parliament/Documents issued by any Govt. or Statutory Authority.
- Identity card/document with address, issued by any of the following: Central/State Government and its Departments, Statutory/Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions, Colleges affiliated to Universities and Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council etc., to their Members.
- For FII/sub account, Power of Attorney given by FII/sub-account to the Custodians (which are duly notarized and/or apostilled or consularised) that gives the registered address should be taken.
- The proof of address in the name of the spouse may be accepted.

D. Exemptions/clarifications to PAN

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

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

E. List of people authorised to attest the documents:

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

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

Types of entity	Documentary requirements
Corporate	<input type="checkbox"/> Copy of the balance sheets for the last 2 financial years (to be submitted every year). <input type="checkbox"/> Copy of latest share holding pattern including list of all those holding control, either directly or indirectly, in the company in terms of SEBI takeover Regulations, duly certified by the company secretary/Whole time director/MD (to be submitted every year). <input type="checkbox"/> Photograph, POI, POA, PAN and DIN numbers of whole time directors/two directors in charge of day to day operations. <input type="checkbox"/> Photograph, POI, POA, PAN of individual promoters holding control - either directly or indirectly. <input type="checkbox"/> Copies of the Memorandum and Articles of Association and certificate of incorporation. <input type="checkbox"/> Copy of the Board Resolution for investment in securities market. <input type="checkbox"/> Authorised signatories list with specimen signatures.
Partnership firm	<input type="checkbox"/> Copy of the balance sheets for the last 2 financial years (to be submitted every year). <input type="checkbox"/> Certificate of registration (for registered partnership firms only). <input type="checkbox"/> Copy of partnership deed. <input type="checkbox"/> Authorised signatories list with specimen signatures. <input type="checkbox"/> Photograph, POI, POA, PAN of Partners.
Trust	<input type="checkbox"/> Copy of the balance sheets for the last 2 financial years (to be submitted every year). <input type="checkbox"/> Certificate of registration (for registered trust only). <input type="checkbox"/> Copy of Trust deed. <input type="checkbox"/> List of trustees certified by managing trustees/CA. <input type="checkbox"/> Photograph, POI, POA, PAN of Trustees.
HUF	<input type="checkbox"/> PAN of HUF. <input type="checkbox"/> Deed of declaration of HUF/ List of coparceners. <input type="checkbox"/> Bank pass-book/bank statement in the name of HUF. <input type="checkbox"/> Photograph, POI, POA, PAN of Karta.
Unincorporated association or a body of individuals	<input type="checkbox"/> Proof of Existence/Constitution document. <input type="checkbox"/> Resolution of the managing body & Power of Attorney granted to transact business on its behalf. <input type="checkbox"/> Authorised signatories list with specimen signatures.
Banks/ Institutional Investors	<input type="checkbox"/> Copy of the constitution/registration or annual report/balance sheet for the last 2 financial years. <input type="checkbox"/> Authorised signatories list with specimen signatures.
Foreign Institutional Investors (FII)	<input type="checkbox"/> Copy of SEBI registration certificate. <input type="checkbox"/> Authorised signatories list with specimen signatures.
Army/ Government Bodies	<input type="checkbox"/> Self-certification on letterhead. <input type="checkbox"/> Authorised signatories list with specimen signatures.
Registered Society	<input type="checkbox"/> Copy of Registration Certificate under Societies Registration Act. <input type="checkbox"/> List of Managing Committee members. <input type="checkbox"/> Committee resolution for persons authorised to act as authorised signatories with specimen signatures. <input type="checkbox"/> True copy of Society Rules and Bye Laws certified by the Chairman/Secretary.

KNOW YOUR CLIENT (KYC) - APPLICATION FORM - FOR INDIVIDUAL
KARVY STOCK BROKING LIMITED, 46, Avenue 4, Street No. 1, Banjara Hills,
 Hyderabad 500 034; Ph : 040 – 2331 2454, Fax: 040-23311968

NEW CHANGE REQUEST (Please tick (3) the appropriate)

Please fill this form in **ENGLISH** and in **BLOCK LETTERS**

(Please tick ✓ the box on left margin of appropriate row where **CHANGE/CORRECTION** is required and provide the details in the corresponding row)

Acknowledgement No.

A IDENTITY DETAILS

1. Name of the Applicant

2. Father's/Spouse Name

3a. Gender Male Female 3b. Marital status Single Married 3c. Date of Birth | D | D | / | M | M | / | Y | Y | Y | Y |

4a. Nationality Indian Other (Please specify) _____

4b. Status Resident Individual Non Resident Foreign National

5a. PAN _____

5b. Unique Identification Number (UID) / Aadhaar, if any: _____

6. Specify Proof of Identity submitted PAN card Other (Please specify) _____

PHOTOGRAPH

Please affix your recent passport size photograph and sign across it

B ADDRESS DETAILS

1. Address for Correspondence

City / Town / Village _____ Pin Code _____
 State _____ Country _____

2. Specify the Proof of Address submitted for Correspondence Address: _____

3. Contact Details

Tel. (Off.) _____ Fax _____
 Tel. (Res.) _____ Mobile No _____
 E-Mail Id. _____

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

City / Town / Village _____ Pin Code _____
 State _____ Country _____

5. Specify the Proof of Address submitted for Permanent Address: _____

C OTHER DETAILS

1. Gross Annual Income Details (Please Specify) Income range per annum: Below ₹ 1 Lac ₹ 1-5 Lac ₹ 5-10 Lac ₹ 10-25 Lac More than ₹ 25 Lacs

OR

Net-worth (Net worth should not be older than 1 year) Amount ₹ _____ as on (date) | D | D | / | M | M | / | Y | Y | Y | Y |

2. Occupation (Please tick ✓ any one and give brief details):

Private Sector Public Sector Government Service Business Professional Agriculturist Retired
 Housewife Student Others (Please specify) _____

3. Please tick, if applicable: Politically Exposed Person (PEP) Related to a Politically Exposed Person (PEP)

4. Any other information: _____

D DECLARATION

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

Date: | D | D | / | M | M | / | Y | Y | Y | Y |

Signature of the Applicant

FOR OFFICE USE ONLY

In Person Verification (IPV) Details:

Name of the person who has done the IPV: _____

Designation: _____ Employee ID: _____

Name of the Organization: _____

Date of IPV: | D | D | / | M | M | / | Y | Y | Y | Y |

Signature of the person who has done the IPV _____

Seal/Stamp of the Intermediary

- (Originals Verified) True copies of Documents received
 (Self Attested) Self Certified Document copies received

Date _____

Signature of the Authorised Signatory _____

INSTRUCTIONS/CHECK LIST FOR FILLING KYC FORM

A. IMPORTANT POINTS:

- Self attested copy of PAN card is mandatory for all clients, including Promoters/Partners/Karta/Trustees and whole time directors and persons authorised to deal in securities on behalf of company/firm/others.
- Copies of all the documents submitted by the applicant should be self-attested and accompanied by originals for verification. In case the original of any document is not produced for verification, then the copies should be properly attested by entities authorised for attesting the documents, as per the below mentioned list.
- If any proof of identity or address is in a foreign language, then translation into English is required.
- Name & address of the applicant mentioned on the KYC form, should match with the documentary proof submitted.
- If correspondence & permanent address are different, then proofs for both have to be submitted.
- Sole proprietor must make the application in his individual name & capacity.
- For non-residents and foreign nationals, (allowed to trade subject to RBI and FEMA guidelines), copy of passport/PIO Card/OCI Card and overseas address proof is mandatory.
- For foreign entities, CIN is optional; and in the absence of DIN no. for the directors, their passport copy should be given.
- In case of Merchant Navy NRI's, Mariner's declaration or certified copy of CDC (Continuous Discharge Certificate) is to be submitted.
- For opening an account with Depository participant or Mutual Fund, for a minor, photocopy of the School Leaving Certificate/Mark sheet issued by Higher Secondary Board/Passport of Minor/Birth Certificate must be provided.
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