

## **REGISTRATION KIT**

- INDIVIDUAL
- HUF
- CORPORATE
- PARTNERSHIP FIRM

# Frontline Capital Services Ltd.

Member: NSE, BSE & NSDL

Branch Head / Sub-broker Name	·
Client Name	:
Client Code	
Client Code	
Date of Registration	•



# Frontline Capital Services Ltd.

CIN: U74899DL1995PLC064125

Member : National Stock Exchange of India Ltd.
Bombay Stock Exchange Ltd.

#### **SEBI Registration Numbers:**

NSE (CM): INB 230792430 • Dated: 06-10-1995 NSE (F&O): INF 230792430 • Dated: 02-06-2000 BSE (CM): INB 010792431 • Dated: 03-09-2010 BSE (F&O): INF 010792431 • Dated: 03-09-2010

**Depository Participant: NSDL** 

SEBI Regn. No.: IN-DP-NSDL-56-98 • DP ID : IN 300564

Regd. Office: M-6, M-Block Market, 2nd Floor, Greater Kailash-II, New Delhi-110048

Corporate Office: B-22, Sector-4, Noida, U.P. -201301

Phone: +91-120-2534066 / 67 / 68, 2532832, 4547842, Fax: +91-120-2534111

E-mail: fcsl@fcslindia.com, Website: www.fcslindia.com Investor Grievances E-mail: grievances@fcslindia.com

Compliance Officer

LALIT PANT
Ph.: 0120-2534066-68
Email : fcsl@fcslindia.com

CEO Detail

SHIKHA GUPTA Ph.: 0120-2534066-68 Email : fcsl@fcslindia.com

For any grievance/dispute please contact **FRONTLINE CAPITAL SERVICES LTD.** at the above address or email idgrievances@fcslindia.com and Phone No. +91-120-2534066-68. In case not satisfied with the response, please contact the concerned exchange(s) at (NSE) ignse@nse.co.in and Phone No. +91-22-26598190, (BSE) is@bseindia.com and Phone No. +91-22-22728097, (NSDL) relations@nsdl.co.in and Phone No. +91-22-24994200.

# ANNEXURE - 1 ACCOUNT OPENING KIT

#### INDEX OF DOCUMENTS

#### MANDATORY DOCUMENTS AS PRESCRIBED BY SEBI & EXCHANGES

S.No.	Name of the Document	Brief Significance of the Document	Page No.
1.	Account Opening Form	A. KYC Form - Document captures the basic information about the constituent and an instruction / check list.	1-6
		B. Document captures the additional information about the constituent relevant to trading account and an instruction / check list.	7-11
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).	Given to Client
3.	Risk Disclosure Document (RDD)	Document detailing risks associated with dealing in the securities market.	with Welcome
4.	Guidance Note	Documents detailing do's and don'ts for trading on exchange, for the education of the investors.	Kit
5.	Policies and Procedures	Document describing significant policies and procedure of the stock broker.	12-15
6.	Tariff Sheet	Document detailing the rate / amount of brokerage and other charges levied on the client for trading on the stock exchange(s)	16

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

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# DOCKET A

**MANDATORY DOCUMENTS** 

#### CENTRAL KYC REGISTRY | Know Your Customer (KYC) Application Form | Individual

#### Important Instructions:

- A) Fields marked with '\*' are mandatory fields.
- B) Please fill the form in English and in BLOCK letters.
- C) Please fill the date in DD-MM-YYYY format.
- D) Please read section wise detailed guidelines / instructions at the end.
- E) List of State / U.T code as per Indian Motor Vehicle Act, 1988 is available at the end.
- F) List of two character ISO 3166 country codes is available at the end.
- G) KYC number of applicant is mandatory for update application.
- H) For particular section update, please tick (✓) in the box available before the section number and strike off the sections not required to be updated.



For office use only	Application Type* ☐ Ne	w		
(To be filled by financial institution	Ter o realison		(Mandatory for KYC update req	quest)
	Account Type* ☐ No	rmal Simplified (for low ris	sk customers)	
☐ 1. PERSONAL DETAIL	S (Please refer instruction A at the end			
	Prefix First Name	Mide	Idle Name	Last Name
☐ Name* (Same as ID proof)				
Maiden Name (If any*)				
Father / Spouse Name*				
Mother Name*				
Date of Birth*	$\begin{array}{ c c c c c c c c c c c c c c c c c c c$			РНОТО
Gender*	☐ M- Male	☐ F- Female ☐ T-Tr	ransgender	
Marital Status*	☐ Married	☐ Unmarried ☐ Othe	ers	
Citizenship*	☐ IN- Indian	☐ Others (ISO 3166 Country	Code )	Sign
Residential Status*	<ul><li>☐ Resident Individual</li><li>☐ Foreign National</li></ul>	<ul><li>☐ Non Resident Indian</li><li>☐ Person of Indian Origin</li></ul>		Across
Occupation Type*	$\square$ S-Service ( $\square$ Private Sector	☐ Public Sector ☐ Government	ment Sector )	
	☐ O-Others (☐ Professional	☐ Self Employed ☐ Retired	☐ Housewife ☐ Student)	
	<ul><li>□ B-Business</li><li>□ X- Not Categorised</li></ul>			
	—			
☐ 2. TICK IF APPLICABI	LE RESIDENCE FOR TAX PUI	RPOSES IN JURISDICTION(S) O	OUTSIDE INDIA (Please refer instruction	n <b>B</b> at the end)
ADDITIONAL DETAILS REC	QUIRED* (Mandatory only if section 2 is	ticked)		
ISO 3166 Country Code of Ju	urisdiction of Residence*			
Tax Identification Number or e	equivalent (If issued by jurisdiction)*			
Place / City of Birth*		ISO 3166 Country Code of Bir	rth*	
☐ 3. PROOF OF IDENTIT	Y (Pol)* (Please refer instruction C at	the end)		
(Certified copy of any one of the	following Proof of Identity [Pol] needs to	be submitted)		
A- Passport Number			Passport Expiry Date DD — M	M — Y Y Y Y
☐ B- Voter ID Card				
C- PAN Card				
☐ D- Driving Licence		Drivi	ring Licence Expiry Date DD - M	M - Y Y Y Y
☐ E- UID (Aadhaar)				
F- NREGA Job Card				
Z- Others (any document n	otified by the central government)		Identification Number	
☐ S- Simplified Measures A	Account - Document Type code		Identification Number	
4. PROOF OF ADDRE	SS (PoA)*			
_	NT / OVERSEAS ADDRESS DETAILS	(Please see instruction <b>D</b> at the end)		
_	following Proof of Address [PoA] needs to			
Address Type*	esidential / Business	esidential 🔲 Busines	Registered Office	☐ Unspecified
5			adhaar)	
□ Vo	oter Identity Card	REGA Job Card   Others		
☐ Sii Address	mplified Measures Account - Docun	nent Type code		
Line 1*				
Line 2				
Line 3			City / Town / Village*	
District*	Pin / Post Co	de* State	e / U.T Code* ISO 3166	Country Code*

☐ 4.2 CORR	RESPONDENCE /	LOCAL AD	DRESS DE	TAILS * (F	Please see	instruction	on <b>E</b> at	the end)											
☐ Same as 0	Current / Perman	ent / Overse	as Address	details (Ir	case of m	ultiple co	orrespoi	ndence /	local ad	dresses	s, pleas	se fill 'A	Annexu	re A1')					
Line 1*				i i i															
Line 2																			
Line 2												City / T	Town /	Village*					
District*				Din /	Post Code	*				State / l		-	TOWIT /		ISO 316	S6 Cour	ntry Co	nde*	
District				F1117	rosi Coue	ž				Jiaie / (	0.1 00	Jue			100 010	o Coui	ni y Oc	de	
☐ 4.3 ADDR	ESS IN THE JUF	RISDICTION	DETAILS W	/HERE AF	PLICANT I	S RESII	DENT C	DUTSIDE	INDIA I	FOR TA	X PUR	POSE	S* (App	licable if	section 2	2 is ticke	ed)		
☐ Same as 0	Current / Permane	ent / Overse	as Address	details				Same as	Corresp	ondend	ce / Loc	al Add	lress de	tails					
Line 1*																			
Line 2																			
Line 3											С	ity / To	own / \	/illage*					
State*							Z	ZIP / Pos	st Code	e*				18	SO 3166	6 Coun	try Cod	de*	
		/AII					, -		<b>(D)</b>	, .				1)					
☐ 5. CONI	TACT DETAILS	(All comm	unications w	/III be sent	on provide	d Mobile	e no. / E	:mail-ID)	(Please	refer in	nstructio	on <b>F</b> at	the end	d)					
Tel. (Off)		-			Tel. (Re	s)						N	/lobile						
FAX		-			Email ID	)													
□ 6. DETA	ILS OF RELAT	FD PERS	ON (In cas	e of additi	onal related	person	s. pleas	se fill 'Anı	nexure E	31') (ple	ease re	fer inst	truction	<b>G</b> at the	end)				
_	Related Person	_	on of Relate			, , , , , ,		Number											
Related Person	on Type*		dian of Mir			Assign				Autho			,	ve					
		Prefix		Firs	st Name				N	/liddle N	lame					Last N	lame		
Name*									T										
		(If KYC n	umber and r	name are į	provided, b	elow det	ails of s	section 6	are opti	onal)									
PROOF C	OF IDENTITY [Po	I] OF RELAT	TED PERSO	N* (Pleas	se see instr	uction (H	(at the	e end)											
☐ A- Passp	ort Number									Pa	ssport	Expir	y Date	D	D - M	M —	YY	YY	
☐ B- Voter I	ID Card										·	·	•						
☐ C- PAN C					1														
_	-																		
☐ D- Driving	-								Dri	iving Li	icence	Expir	y Date	D	D — M	IVI —	Y	Y	
☐ E- UID (A	Aadhaar)																		
☐ F- NREG	A Job Card																		
Z- Others	(any document i	notified by th	ne central go	vernment	)					Ide	entifica	tion N	lumber						
S- Simpli	fied Measures	Account -	Document	Type co	de					lde	entifica	tion N	lumber						
☐ 7. REMA	ARKS (If any)																		
8. APPL	ICANT DECLA	RATION																	
	are that the details fur																		
therein, imme for it.	ediately. In case any o	f the above info	ormation is foun	d to be false	or untrue or n	nisleading	or misrep	oresenting,	I am awar	re that I m	nay be he	ld liable		4					
<ul> <li>I hereby cons</li> </ul>	sent to receiving inform	nation from Cer	ntral KYC Regis	stry through	SMS/Email on	the above	registere	ed number/	email addı	ress.			Ł	I					
	D - M M -		Y	Place										Signatu	re / Thuml	b Impress	sion of Ar	plicant	
Date .				i idoc															
9. ATTE	STATION / FOI	ROFFICE	USE ONL	Y															
Documents	Received	Certified	Copies																
	KYC VER	IFICATION	CARRIED C	OUT BY								INST	TITUTIO	N DETA	ILS				
Date		D — M N		V V				Macon	FROM	NTI IN	F CA	DITA	I SED	VICES	מדו				
		D — M N						Name	11101	41 1114	LUA	· IIA	LULI	VIOLO	, LID.				
Emp. Name								Code											
Emp. Code																			
Emp. Design	nation																		
Emp. Brancl	h																		

#### CENTRAL KYC REGISTRY | Instructions / Check list / Guidelines for filling Individual KYC Application Form

#### General Instructions:

- 1 Fields marked with '\*' are mandatory fields.
- 2 Tick '✓ 'wherever applicable.
- 3 Self-Certification of documents is mandatory.
- 4 Please fill the form in English and in BLOCK Letters.
- 5 Please fill all dates in DD-MM-YYYY format.
- Wherever state code and country code is to be furnished, the same should be the two-digit code as per Indian Motor Vehicle, 1988 and ISO 3166 country code respectively list of which is available at the end.
- 7 KYC number of applicant is mandatory for updation of KYC details.
- 8 For particular section update, please tick ( ) in the box available before the section number and strike off the sections not required to be updated.
- 9 In case of 'Small Account type' only personal details at section number 1 and 2, photograph, signature and self-certification required.

#### A Clarification / Guidelines on filling 'Personal Details' section

- 1 Name: Please state the name with Prefix (Mr/Mrs/Ms/Dr/etc.). The name should match the name as mentioned in the Proof of Identity submitted failing which the application is liable to be rejected.
- 2 Either father's name or spouse's name is to be mandatorily furnished. In case PAN is not available father's name is mandatory.

#### B Clarification / Guidelines on filling details if applicant residence for tax purposes in jurisdiction(s) outside India

1 Tax identification Number (TIN): TIN need not be reported if it has not been issued by the jurisdiction. However, if the said jurisdiction has issued a high integrity number with an equivalent level of identification (a "Functional equivalent"), the same may be reported. Examples of that type of number for individual include, a social security/insurance number, citizen/personal identification/services code/number, and resident registration number)

#### C Clarification / Guidelines on filling 'Proof of Identity [Pol]' section

- 1 If driving license number or passport is provided as proof of identity then expiry date is to be mandatorily furnished.
- 2 Mention identification / reference number if 'Z-Others (any document notified by the central government)' is ticked.
- 3 In case of Simplified Measures Accounts for verifying the identity of the applicant, any one of the following documents can also be submitted and undernoted relevant code may be mentioned in point 3 (S).

Document Code	Description
01	Identity card with applicant's photograph issued by Central/ State Government Departments, Statutory/ Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, and Public Financial Institutions.
02	Letter issued by a gazetted officer, with a duly attested photograph of the person.

#### D Clarification / Guidelines on filling 'Proof of Address [PoA] - Current / Permanent / Overseas Address details' section

- 1 PoA to be submitted only if the submitted PoI does not have an address or address as per PoI is invalid or not in force.
- 2 State / U.T Code and Pin / Post Code will not be mandatory for Overseas addresses.
- In case of Simplified Measures Accounts for verifying the address of the applicant, any one of the following documents can also be submitted and undernoted relevant code may be mentioned in point 4.1.

Document Code	Description
01	Utility bill which is not more than two months old of any service provider (electricity, telephone, post-paid mobile phone, piped gas, water bill).
02	Property or Municipal Tax receipt.
03	Bank account or Post Office savings bank account statement.
04	Pension or family pension payment orders (PPOs) issued to retired employees by Government Departments or Public Sector Undertakings, if they contain the address.
05	Letter of allotment of accommodation from employer issued by State or Central Government departments, statutory or regulatory bodies, public sector undertakings, scheduled commercial banks, financial institutions and listed companies. Similarly, leave and license agreements with such employers allotting official accommodation.
06	Documents issued by Government departments of foreign jurisdictions and letter issued by Foreign Embassy or Mission in India.

#### E Clarification / Guidelines on filling 'Proof of Address [PoA] - Correspondence / Local Address details' section

- 1 To be filled only in case the PoA is not the local address or address where the customer is currently residing. No separate PoA is required to be submitted.
- 2 In case of multiple correspondence / local addresses, Please fill 'Annexure A1'

#### F Clarification / Guidelines on filling 'Contact details' section

- 1 Please mention two- digit country code and 10 digit mobile number (e.g. for Indian mobile number mention 91-999999999).
- 2 Do not add '0' in the beginning of Mobile number.

#### G Clarification / Guidelines on filling 'Related Person details' section

1 Provide KYC number of related person if available.

#### H Clarification / Guidelines on filling 'Related Person details - Proof of Identity [Pol] of Related Person' section

1 Mention identification / reference number if 'Z- Others (any document notified by the central government)' is ticked.

#### List of two - digit state / U.T codes as per Indian Motor Vehicle Act, 1988

State / U. T.	Code	State / U. T.	Code
Andaman & Nicobar	AN	Himachal Pradesh	HP
Andhra Pradesh	AP	Jammu & Kashmir	JK
Arunachal Pradesh	AR	Jharkhand	JH
Assam	AS	Karnataka	KA
Bihar	BR	Kerala	KL
Chandigarh	CH	Lakshadweep	LD
Chattisgarh	CG	Madhya Pradesh	MP
Dadra and Nagar Haveli	DN	Maharashtra	MH
Daman & Diu	DD	Manipur	MN
Delhi	DL	Meghalaya	ML
Goa	GA	Mizoram	MZ
Gujarat	GJ	Nagaland	NL
Haryana	HR	Orissa	OR

State / U. T.	Code
Pondicherry	PY
Punjab	PB
Rajasthan	RJ
Sikkim	SK
Tamil Nadu	TN
Telangana	TS
Tripura	TR
Uttar Pradesh	UP
Uttarakhand	UA
West Bengal	WB
Other	XX

#### List of ISO 3166 two - digit Country Code

Country	Country Code	Country	Country Code	Country	Country Code	Country	Count Cod
fghanistan	AF	Dominican Republic	DO	Libya	LY	Saint Pierre and Miquelon	PM
land Islands	AX	Ecuador	EC	Liechtenstein	LI	Saint Vincent and the Grenadines	VC
Ibania	AL		EG	Lithuania	LT	Samoa	WS
		Egypt	SV		LU		SM
lgeria	DZ	El Salvador		Luxembourg		San Marino	
merican Samoa	AS	Equatorial Guinea	GQ	Macao	MO	Sao Tome and Principe	ST
ndorra	AD	Eritrea	ER	Macedonia, the former Yugoslav Republic of	MK	Saudi Arabia	SA
ngola	AO	Estonia	EE	Madagascar	MG	Senegal	SN
nguilla	Al	Ethiopia	ET	Malawi	MW	Serbia	RS
ntarctica	AQ	Falkland Islands (Malvinas)	FK	Malaysia	MY	Seychelles	SC
ntigua and Barbuda	AG	Faroe Islands	FO	Maldives	MV	Sierra Leone	SL
rgentina	AR	Fiji	FJ	Mali	ML	Singapore	SG
rmenia	AM	Finland	FI	Malta	MT	Sint Maarten (Dutch part)	SX
ruba	AW	France	FR	Marshall Islands	MH	Slovakia	SK
ustralia	AU	French Guiana	GF	Martinique	MQ	Slovenia	SI
ustria	AT		PF		MR	Solomon Islands	SB
		French Polynesia		Mauritania			
zerbaijan	AZ	French Southern Territories	TF	Mauritius	MU	Somalia	SO
ahamas	BS	Gabon	GA	Mayotte	YT	South Africa	ZA
ahrain	ВН	Gambia	GM	Mexico	MX	South Georgia and the South Sandwich Islands	GS
angladesh	BD	Georgia	GE	Micronesia, Federated States of	FM	South Sudan	SS
arbados	BB	Germany	DE	Moldova, Republic of	MD	Spain	ES
						•	LK
elarus	BY	Ghana	GH	Monaco	MC	Sri Lanka	
elgium	BE	Gibraltar	GI	Mongolia	MN	Sudan	SD
elize	BZ	Greece	GR	Montenegro	ME	Suriname	SR
enin	BJ	Greenland	GL	Montserrat	MS	Svalbard and Jan Mayen	SJ
ermuda	BM	Grenada	GD	Morocco	MA	Swaziland	SZ
nutan	BT	Guadeloupe	GP	Mozambique	MZ	Sweden	SE
olivia, Plurinational State of	ВО	Guam	GU	Myanmar	MM	Switzerland	CH
onaire, Sint Eustatius and Saba	BQ	Guatemala	GT	Namibia	NA	Syrian Arab Republic	SY
osnia and Herzegovina	BA	Guernsey	GG	Nauru	NR	Taiwan, Province of China	TW
otswana	BW	Guinea	GN	Nepal	NP	Tajikistan	TJ
puvet Island	BV	Guinea-Bissau	GW	Netherlands	NL	Tanzania, United Republic of	TZ
razil	BR	Guyana	GY	New Caledonia	NC	Thailand	TH
ritish Indian Ocean Territory	10	Haiti	HT	New Zealand	NZ	Timor-Leste	TL
runei Darussalam	BN	Heard Island and McDonald Islands	HM	Nicaragua	NI	Togo	TG
ulgaria	BG	Holy See (Vatican City State)	VA	Niger	NE	Tokelau	TK
urkina Faso	BF	Honduras	HN	Nigeria	NG	Tonga	TO
urundi	BI	Hong Kong	НК	Niue	NU	Trinidad and Tobago	TT
abo	CV	Hungary	HU	Norfolk Island	NF	Tunisia	TN
ambodia	KH	Iceland	IS	Northern Mariana Islands	MP	Turkey	TR
ameroon	CM	India	IN	Norway	NO	Turkmenistan	TIV
anada	CA	Indonesia	ID	Oman	OM	Turks and Caicos Islands	TC
ayman Islands	KY	Iran, Islamic Republic of	IR	Pakistan	PK	Tuvalu	TV
entral African Republic	CF	Iraq	IQ	Palau	PW	Uganda	UG
	TD	Ireland	IE	Palestine, State of	PS	Ukraine	UA
	CL	Isle of Man	IM	Panama	PA	United Arab Emirates	AE
nina	CN	Israel	IL	Papua New Guinea	PG	United Kingdom	GE
nristmas Island	CX	Italy	IT	Paraguay	PY	United States	US
ocos (Keeling) Islands	CC	Jamaica	JM	Peru	PE	United States Minor Outlying Islands	UN
						· -	
olombia	СО	Japan	JP	Philippines	PH	Uruguay	UY
omoros	KM	Jersey	JE	Pitcairn	PN	Uzbekistan	UZ
ongo	CG	Jordan	JO	Poland	PL	Vanuatu	VL
ongo, the Democratic Republic of	CD	Kazakhstan	KZ	Portugal	PT	Venezuela, Bolivarian Republic of	VE
ook Islands	CK	Kenya	KE	Puerto Rico	PR	Viet Nam	VN
osta Rica	CR	Kiribati	KI	Qatar	QA	Virgin Islands, British	VG
ote d'Ivoire !Côte d'Ivoire	CI	Korea, Democratic People's Republic	KP	Reunion !Réunion	RE	Virgin Islands, U.S.	VI
oatia	HR	Korea, Republic of	KR	Romania	RO	Wallis and Futuna	WF
	CU	Kuwait	KW	Russian Federation	RU	Western Sahara	EH
uracao !Curaçao	CW	Kyrgyzstan	KG	Rwanda	RW	Yemen	YE
	CY	Lao People's Democratic Republic	LA	Saint Barthelemy !Saint Barthélemy	BL	Zambia	ZN
/prus							
zech Republic	CZ	Latvia	LV	Saint Helena, Ascension and Tristan da Cunha	SH	Zimbabwe	ZV
enmark	DK	Lebanon	LB	Saint Kitts and Nevis	KN		
ibouti	DJ	Lesotho	LS	Saint Lucia	LC		

# Frontline Capital Services Ltd.

Date

#### **Know Your Client (KYC)**

Read. Office: M-6, M-Block Market, 2nd Floor, Greater Kailash-II, New Delhi-110048 Application Form (For Non-Individuals Only) Please fill this form in ENGLISH and in BLOCK LETTERS Application No. (Please tick the box on left margin of appropriate row where CHANGE/CORRECTION is required and provide the details in the corresponding row) **IDENTITY DETAILS** Name of the Applicant **PHOTOGRAPH Date of Incorporation** Place of Incorporation Date of commencement of business Please affix Permanent Account Number (PAN) your recent passport Registration No. (e.g. CIN) size photograph and Status (Please tick any one) sign across it ☐ Public Ltd. Co. ☐ Body Corporate ☐ Private Limited Co. Partnership □ Trust □ FII ☐ Charities □ NGO's □ FI ☐ HUF □ AOP Bank ☐ Government Body ☐ Non-Government Organization □ Defense Establishment □ BOI ☐ Society ☐ LLP ☐ Others (Please specify) B ADDRESS DETAILS **Correspondence Address** Country **Contact Details** Tel. (Off.) Fax Tel. (Res.) E-Mail Id. Specify the Proof of Address submitted for Correspondence Address: **Registered Address** (If different from above) OTHER DETAILS Name, PAN, Residential Address and photographs of Promoters/Partners/Karta/Trustees and whole time directors: If space is insufficient, enclosed these details separately (illustrative format enclosed) DIN OF Whole time directors : If space is insufficient, enclosed these details separately (illustrative format enclosed) AADHAR No. OF Promoters/Partners/Karta: If space is insufficient, enclosed these details separately (illustrative format enclosed) DI **DECLARATION** I/We hereby declare that the details furnished above are true and correct to the best of my/our knowledge and belief and I 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. Ø12 Date Name & Signature of the Director/Authorised Signatory(ies) FOR OFFICE USE ONLY Originals Verified & Self Attested Document copies received Name & Signature of the Authorised Signatory Seal/Stamp of the Intermediary

Place:

#### Details of Promoters / Partners / Karta / Trustees and Whole Time Directors forming a part of Know Your Client (KYC) Application Form for Non-Individuals 1. Name **PHOTOGRAPH** 2. Relationship with Applicant (i.e. promoters, whole time directors etc.) 3b. DIN/ UID Please affix your recent passport 4. Residential/ Registered Address size photograph and sign across it City / Town / Village Pin Code Country State 1. Name **PHOTOGRAPH** 2. Relationship with Applicant (i.e. promoters, whole time directors etc.) 3a. PAN 3b. DIN/ UID Please affix your recent passport 4. Residential/ Registered Address size photograph and sign across it City / Town / Village Pin Code Country State 1. Name **PHOTOGRAPH** 2. Relationship with Applicant (i.e. promoters, whole time directors etc.) 3a. PAN 3b. DIN/ UID Please affix your recent passport 4. Residential/ Registered Address size photograph and sign across it City / Town / Village Pin Code State Country 1. Name **PHOTOGRAPH** 2. Relationship with Applicant (i.e. promoters, whole time directors etc.) 3b. DIN/ UID 3a. PAN Please affix your recent passport 4. Residential/ Registered Address size photograph and sign across it City / Town / Village Pin Code State Country 1. Name **PHOTOGRAPH** 2. Relationship with Applicant (i.e. promoters, whole time directors etc.) 3b. DIN/ UID 3a. PAN Please affix your recent passport 4. Residential/ Registered Address size photograph and

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City / Town / Village

State

sign across it

Country

Pin Code

#### **ANNEXURE - 3**

## TRADING ACCOUNT RELATED DETAILS

FOR INDIVIDUALS & NON-INDIVIDUALS

BANK ACCOUNT DETAILS	(Through which transactions will generally be routed)
Primary Bank Details (for DP and Trading):	
Bank Name :	
Account No.:	ranch:
Address:	
	Pin Code :
MICR Code of Branch : IFS Code :	
Account Type : Savings Current NRE/NRO OTHERS :	(Please Specify)
Pay-Out Option : Cheque Fund Transfer Bank Draft	CMS NEFT RTGS As Per Group
Secondary Bank Details (for Trading, if any) :	
Bank Name :	
Account No.:	ranch:
Address:	
	Pin Code :
MICR Code of Branch : IFS Code :	
Account Type : $\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ $	(Please Specify)
Pay-Out Option : Cheque Fund Transfer Bank Draft	CMS NEFT RTGS As Per Group
DEPOSITORY ACCOUNT DETAILS	(Through which transactions will generally be routed.)
Depository Name : CDSL NSDL	
Name of Depository Participant :	
Name of Depository Participant : Beneficiary Name :	
Beneficiary Name :	
Beneficiary Name:  DP ID:  Beneficiary ID (BOID):  OTHER DETAILS  Gross Annual Income Details: (please specify)  Rs. 10 Lac to 25 Lac  Rs. 2	Lac to 5 Lac
Beneficiary Name:  DP ID:  Beneficiary ID (BOID):  OTHER DETAILS  Gross Annual Income Details:  (please specify)  Rs. 10 Lac to 25 Lac  Rs. 2	5 Lac to 1 Crore >1 Crore
Beneficiary Name:  DP ID:  Beneficiary ID (BOID):  OTHER DETAILS  Gross Annual Income Details:  Below Rs. 1 Lac  Rs. 1  (please specify)  Rs. 10 Lac to 25 Lac  Rs. 2  OR  Net Worth (Net worth should not be older than 1 year) Amount Rs.  as on (date)  DDMMMYYYYY  (Compulsory for the specific any one)  Private Sector  Public Sector	5 Lac to 1 Crore >1 Crore
Beneficiary Name:  DP ID:  Beneficiary ID (BOID):  OTHER DETAILS  Gross Annual Income Details:  Below Rs. 1 Lac  Rs. 1  (please specify)  Rs. 10 Lac to 25 Lac  Rs. 2  OR  Net Worth (Net worth should not be older than 1 year) Amount Rs.  as on (date)  DDMMMYYYYY  (Compulsory for Incomplease tick any one	5 Lac to 1 Crore

#### TRADING PREFERENCE

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

EXCHANGE	SEGMENT	SIGNATURE				
	Cash	<b>1</b> 3(a)				
National Stock Exchange (NSE)	F&O	<b>2</b> 3(b)				
	Currency Derivative	<b>2</b> 3(c)				
Bombay Stock Exchange (BSE)	Cash	<b>(L)</b> 3(d)				
	F&O	<b>2</b> 3(e)				
PAST ACTIONS  Details of any action / proceedings initiated / pending / taken by SEBI / Stock Exchange / any other authority against the applicant / constituent or its patners / promoters / whole time directors / authorised persons in charge of dealing in securities during last three years.  (Please Specify)						
DEALING THROUGH SUB-BROKERS	AND OTHER STOCK BROKERS					
If client is dealing through the sub-	broker, provide the following d	etails :				
Name of the sub-broker						
Sub-broker SEBI Registration No.						
Sub-Broker's Address						
Sub-Broker's Phone/Fax No.						
Sub-Broker's Website						
Whether dealing with any other stock broker / sub-broker (In case dealing with multiple stock brokers / sub-brokers, please provide details of all)						
Name of the stock broker						
Name of Sub-Broker (If any)						
Client Code (UCC)						
Exchange						
Details of disputes / dues pending from	/ to such stock broker / sub-broker					
	(Please Specify)					
ADDITIONAL DETAILS						
SMS and E-mail alerts to investors by stock exchanges : Yes No  Type of Facility SMS Alert E-mail Alert Both						
Whether you wish to receive: Physical Contract Note Electronic Contract Note (ECN)  E-mail (If Aplicable):						
Whether you wish to avail of the facility of internet trading / wireless technology : Yes No						
Trading Experience / Number of Years of Investment  No Prior Investment ExperienceYears in EquitiesYears in Derivatives  Years in other Investment related fields						
In case of Non-Individual, Name, Designation, PAN, UID, Signature, Residential Address and Photographs of persons authorised to deal in securities on behalf of the company / Firm/ others.						

#### DETAILS OF AUTHORISED PERSON/AUTHORISED SIGNATORY(IES) TO DEAL IN SECURITIES ON BEHALF OF COMPANY/FIRM/OTHERS

Name (1)         :	Please affix your recent passport size photograph and sign across it
Please tick, if applicable, for any of your authorized signatories/Promoters/Partners/Karta/Trustees/whole tin  Politically Exposed Person (PEP)  Any Other Information:	
Name (2)         :	Please affix your recent passport size photograph and sign across it
Please tick, if applicable, for any of your authorized signatories/Promoters/Partners/Karta/Trustees/whole tin  Politically Exposed Person (PEP)  Any Other Information:	
Name (3)         :	Please affix your recent passport size photograph and sign across it
DIN / UID :  Please tick, if applicable, for any of your authorized signatories/Promoters/Partners/Karta/Trustees/whole tin  Politically Exposed Person (PEP)  Any Other Information :	ne directors:
DETAIL OF INTRODUCED (ORTIONAL)	
DETAIL OF INTRODUCER (OPTIONAL)	
Introduced by: Existing Client Sub-Broker Remisier Authorised Person  Name of Introducer: UCC: Employee	Others (Please Specify)

NOMINATION FORM	(FOR INDIVIDUAL ONLY)	
☐ I/We wish to nominate ☐ I / We do not wish to nominate		
[Strike off which is not applicable]		
Nominee Details		
Name of Nominee : Mr. / Ms. / Mrs. :		
PAN of Nominee : Date of Birth : Date of Birth :		
Relationship with the Nominee :		
Address of Nominee :		
City:	Pin :	
State : Ph. :		
If Nominee is minor, details of Guardian :		
Name of Guardian : Mr. / Mrs. :		
Address of Guardian :		
City:		
	country:	
	Mobile:	
Signature of Guardian :		
Name & Address Of Witness	(in Case Of Nominee)	
	w i t n e s s	
0-0		
Signature of 1st witness	Signature of 2nd witness	
DECLARATION		
1. I/We hereby declare that the details furnished above are true and correct undertake to inform you of any changes therein, immediately. In case any		
or misleading or misrepresenting, I am/we are aware that I/We may be hel		
2 I/We confirm having read/been explained and understood the contents of broker and the tariff sheet.	f the document on policy and procedures of the stock	
3. I/We further confirm having read and understood the contents of the 'Righ		
Document'. I/We do hereby agree to be bound by such provisions as outlin that the standard set of documents has been displayed for Information on s		
that the standard set of documents has been displayed for information on s	nock broker's designated website, if any.	
Name of Applicant ·		
Name of Applicant :		
dr. A	Date: DDMMYYYY	
Signature:	Place :	
Signature of Applicant / authorised Signatory(s) with rubber stamp		

	FOR OFFICE	USE ONLY	
UCC Code allotted to the Client :			
	Document 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 th have also made the client aware of 'Rig all the KYC documents. I/We undertake would be duly intimated to the clients. available on my/our website, if any, for t	ghts and Obligations' documer e that any change in the 'Policy I/We also undertake that any	nt (s), RDD and Guidance Note and Procedures', tariff sheet a	e. I/We have given/sent him a copy ound all the non-mandatory documents
For Frontline Capital Services Lt	d.		
Signature of the Authorised Signatory	<u>,                                      </u>		

Date \_\_\_\_

Seal / Stamp of the Stock Broker

#### POLICIES AND PROCEDURES AS PER SEBI CIRCULAR NO. MIRSD/ SE /CIR-19/2009 DATED 3 DEC, 2009

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

The stock broker may from time to time limit (quantity/value)/refuse orders in one or more securities due to various reasons including market liquidity, value of security(ies), the order being for securities which are not in the permitted list of the stock broker/exchange(s) /SEBI. Provided further that stock broker may require compulsory settlement/advance payment of expected settlement value/ delivery of securities for settlement prior to acceptance/placement of order(s) as well. The client agrees that the losses, if any on account of such refusal or due to delay caused by such limits, shall be borne exclusively by the client alone. The stock broker may require reconfirmation of orders, which are larger than that specified by the stock broker's risk management, and is also aware that the stock broker has the discretion to reject the execution of such orders based on its risk perception.

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

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

The client agrees that the losses, if any on account of such refusal or due to delay caused by such review, shall be borne exclusively by the client alone.

The stock broker is required only to communicate/ advise the parameters for the calculation of the margin/security requirements as rate(s)/percentage(s) of the dealings, through anyone or more means or methods such as post/

speed post/courier/registered post/registered A.D/facsimile/ telegram/cable/e-mail/ voice mails/ telephone (telephone includes such devices as mobile phones etc.) including SMS on the mobile phone or any other similar device; by messaging on the computer screen of the client's computer; by informing the client through employees/agents of the stock broker; by publishing/displaying it on the website of the stock broker/making it available as a download from the website of the stock broker; by displaying it on the notice board of the branch/office through which the client trades or if the circumstances, so require, by radio broadcast/television broadcast/newspapers advertisements etc; or any other suitable or applicable mode or manner. The client agrees that the postal department/the courier company /newspaper company and the e-mail/voice mail service provider and such other service providers shall be the agent of the client and the delivery shall be complete when communication is given to the postal department/the courier company/the e-mail/voice mail service provider, etc. by the stock broker and the client agrees never to challenge the same on any grounds including delayed receipt/non receipt or any other reasons whatsoever and once parameters for margin/security requirements are so communicated, the client shall monitor his/her/its position (dealings/trades and valuation of security) on his/her/its own and provide the required/deficit margin/security forthwith as required from time to time whether or not any margin call or such other separate communication to that effect is sent by the stock broker to the client and /or whether or not such communication is received by the client.

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

The stock broker is entitled to vary the form (i.e., the replacement of the margin/security in one form with the margin/security in any other form, say, in the form of money instead of shares) &/or quantum &/or percentage of the margin &/or security required to be deposited/made available, from time to time.

The margin/security deposited by the client with the stock broker are not eligible for any interest.

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

The stock broker is entitled to transfer funds &/ or securities from his account for one exchange &/or one segment of the exchange to his/her/its account for another exchange &/or another segment of the same exchange whenever applicable and found necessary by the stock broker.

The client also agrees and authorises the stock broker to treat/adjust his/ her/its margin/security lying in one exchange &/or one segment of the exchange/towards the margin/security/pay in requirements of another exchange &/or another segment of the exchange.

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

#### 3. Applicable brokerage rate

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

- a. For Cash Market Segment: The maximum brokerage chargeable in relation to trades effected in the securities admitted to dealings on the Capital Market segment of the Exchange shall be 2.5 % of the contract price exclusive of statutory levies. It is hereby further clarified that where the sale/purchase value of a share is Rs.10/ - or less, a maximum brokerage of 25 paise per share may be collected.
- b. For Option contracts: Brokerage for option contracts shall be charged on the premium amount at which the option contract was bought or sold and not on the strike price of the option contract. It is hereby clarified that brokerage charged on options contracts shall not exceed 2.5% of the premium amount or Rs 100/- (per lot) whichever is higher.

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

The client agrees that any amounts which are overdue from the client towards trading or on account of any other reason to the stock broker will be charged with delayed payment charges at such rates not exceeding 2% p.m. as may be determined by the stock broker. The client agrees that the stock broker may impose fines/penalties for any orders/trades/deals/actions of the client which are contrary to this agreement/rules/regulations/bye laws of the exchange or any other law for the time being in force, at such rates and in such form as it may deem fit. Further where the stock broker has to pay any fine or bear any punishment from any authority in connection with/as a consequence of/in relation to any of the orders/trades/deals/actions of the client, the same shall be borne by the client. The client agrees to pay to the stock broker brokerage, commission, fees, all taxes, duties, levies imposed by any authority including but not limited to the stock exchanges (including any amount due on account of reassessment/backlogs etc.), transaction expenses, incidental expenses such as postage, courier etc. as they apply from time to time to the client's account/ transactions/services that the client avails from the stock broker.

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

In case the payment is made by the Client through a bank instrument, the Member Broker shall be at liberty to give the benefit/credit for the same only on the realization of the funds from the said bank instrument etc. at the absolute discretion of the Member Broker.

When the margin is made available in form of securities or any other property by the Client, the Member Broker is empowered to decline it's acceptance as margin. The Client agrees and authorizes the Member Broker to determine the market value of securities placed as Margin after applying a haircut that the Member Broker may deem appropriate or by marking it mark to market or by any other method as the Member Broker may deem appropriate. The Client's positions are valued at the latest market price available ('mark to market') on a continuous basis by the Member Broker. The Client undertakes to monitor the adequacy of the collateral and the Market value of such securities on a continuous basis. If due to any reason but not limited to price fluctuations, there is erosion/shortfall in the value of the margins, the Client agrees to replenish any shortfall in the value of the margins immediately, whether or not the Member Broker intimates such shortfall.

The Client hereby authorizes the Member Broker to square up/sell/liquidate all his/her/its outstanding positions/ securities/shares and to cancel all pending orders at the discretion of the Member Broker, for any reason including the following (a) which are not marked for delivery 15 minutes before the closing time of the relevant segment (s) of the exchanges or any other time which the Member Broker may notify through electronic communication or otherwise from time to time; or (b) when mark to market (MTM) percentage reaches or crosses stipulated percentage mentioned on the website or any other percentage which the Member Broker may notify through electronic communication or otherwise. The Member Broker will have the sole discretion to decide above referred stipulated percentage/time depending upon the market condition. Any direct or indirect loss arising out of square off/cancellation shall be at the risk of and shall be borne by the Client.

In case any open position (i.e. short or long) gets converted into delivery due to non-square off because of any reason whatsoever, the client agrees to provide securities/funds to fulfill the pay-in obligation failing which the client will have to face auctions or internal closeouts. In addition to this the Client will have to pay penalties and charges levied by exchange in actual and losses, if any. Without prejudice to the foregoing, the Client is liable for all and any penalties/charges/fees/fines levied by the exchange(s).

Without prejudice to the Member Broker's other rights including the right to refer the matter to Arbitration, if payment / securities towards the Margin and or shortfall in Margin and or any other payment obligation of the Client towards the MEMBER BROKER is not received instantaneously to enable restoration of sufficient Margin/balances in the Client's account with the MEMBER BROKER, without any reference or prior notice or communication to the Client, the Member Broker has the right but not the obligation to take one or more of the following steps:

- (i) All or some of the positions/securities/shares of the Client as well as the securities placed as Margin or otherwise including but not limited to securities which are pending delivery/receipt with Member Broker may be liquidated/closed by the Member Broker at its sole discretion and at such rate and time as the Member Broker may deem fit.
- (ii) To withhold any payout of funds/securities.
- (iii) To withhold/disable the trading/dealing facility to the client.
- (iv) To cancel all pending orders.
- (v) To take any other steps which in the given circumstances, the Member Broker may deem fit.

The resultant or associated losses that may occur due to such squaring off/cancellations and or sale of securities/positions shall be borne by the Client and the Member Broker is hereby fully indemnified and held harmless by the Client in this regard. Such liquidation and or close out or cancellations of such securities/positions shall apply to any segment/exchange in which the Client does business with the Member Broker.

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

Any reference to sale or transfer of securities and or any other asset by the Member Broker shall be deemed to include sale or transfer of all the securities and or any other asset lying with MEMBER BROKER for any reason/account including which form the part of the Margin maintained by the Client with the Member Broker. In exercise of the Member Broker's right to sell or transfer securities and or any other asset, the Client agrees that the choice of specific securities and or any other asset to be sold or transferred shall be solely at the Member Broker's discretion.

The securities purchased by the client in CM Segment and or F&O segment (under physical settlement) shall be settled as under:

- (i) The securities purchased by the client in CM Segment and or F&O segment (under physical settlement) for which the payment is made/credit balance is available, in full on or before pay in day shall be transferred to beneficiary demat a/c of the client from Pool a/c within 24 hours of pay out.
- (ii) The securities purchased by the client in CM Segment and or F&O segment (under physical settlement) for which the full credit balance is not available in the account of the client or the payment is not/partially made by the client, shall be transferred to Client Unpaid Securities Account (CUSA)
- (iii) The securities lying in the CUSA shall be transferred to the beneficiary demat account of the client only on the receipt/availability of full amount from the client
- (iv) The securities lying in the CUSA shall be liquidated to the extent of debit balance within 5 trading days from the payout date of such securities without further notice to the client and the securities so liquidated shall be transferred to Pool Account for meeting payin obligation. No securities shall be kept in CUSA for more than 5 trading days from the pay-out date of such securities.
- (v) The choice of selection of securities to be liquidated against debit balance from CUSA will be at the sole discretion of the Member Broker depending upon the liquidity of the scrip, volatility in the market or any other factor as the Member Broker deem fit in each case.
- (vi) The securities of the client can be transferred in the beneficiary demat account of the client without/partial receipt of the payment at the sole discretion of the Member Broker in those cases where the said Beneficiary Demat Account is opened with Member Broker DP and the client has executed Power Of Attorney (POA) in favour of Frontline Capital Services Ltd.

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

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

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

- a. The securities delivered short are purchased from market on T+3 day which is the Auction Day on Exchange, and the purchase consideration (inclusive of all statutory taxes & levies) is debited to the short delivering seller client.
- b. If securities cannot be purchased from market due to any reason whatsoever on T+3 day they can be covered from the market on any subsequent trading days. In case any reason whatsoever (any error or omission) any delay in covering of securities leads to higher losses, stock broker will not be liable for the same. Where the delivery is matched partially or fully at the Exchange Clearing, the delivery and debits/credits shall be as per Exchange Debits and Credits.

c. In cases of securities having corporate actions all cases of short delivery of cum transactions which cannot be auctioned on cum basis or where the cum basis auction payout is after the book closure/record date, would be compulsory closed out at higher of 10% above the official closing price on the auction day or the highest traded price from first trading day of the settlement till the auction day

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

We have margin based RMS System. Client may take exposure upto the amount of margin available with us.

Client may not be allowed to take position in case of non-availability/ shortage of margin as per our RMS policy of the company. The existing position of the client is also liable to square off/ close out without giving notice due to shortage of margin/non making of payment for their pay-in obligation/outstanding debts.

#### 8. De-registering a client

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

- If the action of the Client are prima facie illegal/improper or such as to manipulate the price of any securities or disturb the normal/ proper functioning of the market, either alone or in conjunction with others.
- ii. If there is any commencement of a legal process against the Client under any law in force;
- iii. On the death/lunacy or other disability of the Client;
- iv. If a receiver, administrator or liquidator has been appointed or allowed to be appointed of all or any part of the undertaking of the Client;
- v. If the Client has voluntarily or compulsorily become the subject of proceedings under any bankruptcy or insolvency law or being a company, goes into liquidation or has a receiver appointed in respect of its assets or refers itself to the Board for Industrial and Financial Reconstruction or under any other law providing protection as a relief undertaking:
- vi. If the Client being a partnership firm, has any steps taken by the Client and/ or its partners for dissolution of the partnership:
- vii. If the Client have taken or suffered to be taken any action for its reorganization, liquidation or dissolution;
- viii. If the Client has made any material misrepresentation of facts, including (without limitation) in relation to the Security;
- ix. If there is reasonable apprehension that the Client is unable to pay its debts or the Client has admitted its inability to pay its debts, as they become payable;

- x. If the Client suffers any adverse material change in his/her/its financial position or defaults in any other agreement with the Stock broker;
- xi. If the Client is in breach of any term, condition or covenant of this Agreement;
- xii. If any covenant or warranty of the Client is incorrect or untrue in any material respect; However notwithstanding any termination of the agreement, all transactions made under/pursuant to this agreement shall be subject to all the terms and conditions of this agreement and parties to this agreement submit to exclusive jurisdiction of courts of law at the place of execution of this agreement by Stock Broker.

#### 9. Policy regarding treatment of inactive accounts:

When Trade is not done in an account for more than 6 months, Stock Broker reserves the right to temporary suspend the operations. The Management may allow operations in such account after making such verification as it deems fit. The balance of securities/funds will be transferred to client after due verification.

# Client Acceptance of Policies and Procedures stated hereinabove:

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

		TARIFF	SHEET			
To, Frontline Capital Regd. Office : M-6, M-6		:			Dated	:
Greater Kailash-II, New		Subject : Br	okerage	Slab		
Dear Sir,			<u> </u>	<u></u>		
Please make a note of l	Brokerage slab of the fo	llowing client for branch	concept	:		
Name of Client :				Client Code :		
		BROK	ERA	G E		
	NSE / BSE				F&O NSE	/ BSE
Jobbing %	Minimum Paisa	Delivery %	N	/linimum Paisa	F & O Brok. % (NSE/BSE)	F & O Min. Paisa Brok. (NSE/BSE)
1. OPTION BROKERA 2. Additional charges @ Kindly do the needful Thanking you Yours faithfully,	GE : Rs. 100 or 1.5% or			t.	er as per contract. cepted and Confirmed	
For	 uthorised Person with S				<u>Æ</u> 16	ent Signature
<ol> <li>Please note the rul</li> <li>Margin required 3.</li> </ol>	es and regulation of NSI	E/BSE as amended from	ntimetoti Lapplica	ime will be appl ble from time t	erage as applicable from the licable for all transaction to time. In present environment	done on NSE/BSE.
Sir, This is to inform you Bombay Stock Exchi Thanks and best reg For Frontline Capita	ange Ltd. (BSE). jards.	eed trading and Pro-a	account	trading in Na	tional Stock Exchang	e of India Ltd. (NSE)/
Authorised Signatory I acknowledge the re Pro-account trading.	eceipt of information	given above by Fron	tline Ca	pital Service	s Ltd. that they do Cli	ient base trading and
	ture y person himself/hers		his/her	 attorney/auth	orised person etc.]	

# DOCKET B

**VOLUNTARY DOCUMENTS** 

RUNNING ACCOUNT AUTHORISATION
To,
Frontline Capital Services Ltd.
Regd. Office: M-6, M-Block Market, 2nd Floor, Greater Kailash-II, New Delhi-110048
I/We have been /shall be dealing through you as my/our Broker on the Capital Market and/ or Futures & Options Segments/Currency Derivatives Segments, I /we further authorize you to follow these instructions across exchanges & across segments in which I /we have already opened accounts with you or I/We may open account in future. As my/our Broker i.e. agent I/ we direct and authorize you to carry out trading/ dealings on my/our behalf as per instructions given below. I/am/We are aware that you and I/we have the option to deliver securities/ make payments of funds to each other for settlement of dealings as per the schedule in force at the relevant time pursuant to directives / regulations/ circulars, issued by exchange/ regulatory authorities. However, I/we find it difficult to carry out repeated pay-in of funds and securities. Further, I/we also desire to use my/our securities and monies as margin / collateral without which I/We cannot deal/trade. Therefore I /we hereby direct and authorise you to maintain running account(s) for me/us and from time to time debit these securities and funds from running accounts and make pay-in of securities and funds port of trades/ dealings. Similarly, where I/we have to receive securities/funds in settlement. of trades/ dealings please keep the securities and monies with you and make credit entries for the same in running accounts of securities and funds maintained by you for the purpose of any other obligations due to me/us and my/our family member(s) due to you and to your group/associate companies. In view of the same it would be proper for you to release the funds and securities due to me/us on my/our specific, either written or verbal instructions. Further, the funds & securities can be transferred from one segment to other and from one exchange to another as per the requirements. Further, subject to your dealings/ trading. You are authorize to do these acts across all exchanges & segments in which I / we have been I shall be dealing with you. Further I/We understand and
In the event I/we have outstanding obligations on the settlement date, you may retain the requisite securities/funds towards such obligations and may also retain the funds expected to be required to meet margin obligations for next 5 trading days, calculated in the manner specified by the exchanges. While settling the account please send a 'statement of accounts' containing an extract from ledger for funds and an extract from the client demat ledger (register of securities) displaying all receipts/deliveries of funds/securities. Please explain in the statement(s) being sent the retention of funds/securities and the details of the pledge. If any. I/We agree that I/we shall bring any discrepancy(ies)/dispute in the/arising from the statement of retention of funds or statement of funds/securities or settlement so made to your notice, preferably. within 7 working days from the date of receipt of funds/securities or statement of retention of funds or statement of funds/securities, as the case may be, in writing, through Registered A.D./Speed Post at your corporate office or through email at fcsl@fcslindia.com from my/our registered email id. Further, do not carry out settlement of running account referred to above for funds given by me/us towards collaterals/margin in the form of bank guarantee (BG)/Fixed Deposit receipts (FDR).
I/We understand that Member Broker is not under any obligation to settle an amount upto Rs. 10,000/- payable to me/us in my/our active trading account and I/we hereby give my/our consent to the member broker to retain such dues at the time of settlement of my/our account. Notwithstanding anything contained anywhere in the above authorization signed by me/us, this Running Account Authorisation shall not be applicable in case of any purchases of securities in cash segment or in F&O segment (under physical settlement) and transferred to Client Unpaid Securities Account (CUSA). The securities lying in the CUSA shall be settled as per the rules, regulations & guidelines of the exchanges/SEBI.
Please further note that while I/We am/are entitled to revoke this authorisation at any time, by signing physical letter of revocation at your below mentioned address to allow you to make necessary changes to handle my/our account without running account authorisation.
Frontline Capital Services Ltd.
M-6, M-Block Market, 2nd Floor, Greater Kailash-II, New Delhi-110048
I/We shall be liable for all losses, damages and actions which may arise as a consequence of your adhering to and carrying out my/ our directions given above and further agree that you shall not be liable for any claim for loss or profit, or for any consequential, incidental, special or exemplary damages, caused by retention of securities/monies under this agreement.
My / our preference for actual settlement of funds and securities is at least.
Once in a Calendar Quarter Once in a Calendar Month

Thanking you
Yours Faithfully

Log 8

Client Signature

Name:

 $[\ Note: To\ be\ signed\ by\ person\ himself/herself\ not\ to\ be\ signed\ by\ his/her\ attorney/\ authorised\ person\ etc.\ ]$ 

AUTHORISATION FOR ELECTRONIC CONTRACT	NOTES / SMS ALERTS
To,	_
Frontline Capital Services Ltd.	Dated :
Regd. Office: M-6, M-Block Market, 2nd Floor, Greater Kailash-II, New Delhi-110048	
Dear Sir,	
I/We have been / shall be dealing through you as my / our broker on the Capital Mar Derivative Segments, Mutual Fund. This instruction is applicable for all the exchanges / s As my/our broker i.e. agent I/ We direct and authorize you to carry out trading / dealings or	egments in which I/we have opened account with you.
I/ We understand that, I / we have the option to receive the contract notes in physical for hereby opt for receipt of contract notes in electronic form. I// We hereby also give my/othrough your SMS alert services. Accordingly, please note my current email id accommunication to me / us.	our consent for providing me/ us Trade Confirmations
Email Id:	
Mobile No.:	
I/ We agree not to hold you responsible for late / non-receipt of contract notes sent in reason including but not limited to failure of email servers, loss of connectivity, email dispatching software shall be a conclusive proof of dispatch of contract notes to me/us a me/us and shall not be disputed by me / us on account of any non-receipt/ delayed receipt	in transit etc. I/ we agree that the log reports of your and such dispatch shall be deemed to mean receipt by
I/We also agree that non-receipt of bounced mail notification by you shall amount to delive I/ We understand that SMS Alert service is purely a voluntary facility provided by you to u with the actual contract notes/financial ledger given by you. The messages flashed shall be agree not to hold you liable for any incompleteness/ inaccuracies in the messages sent normal confirmations received by me/us.	s and it shall be my/our responsibility to check the data be merely reminders for my/our convenience and I/ We
In case, in any of the above segments / exchanges due to any reason, whatsoever, if you by permit you to send the same in physical mode.	want to send contract notes in physical form, I/we here
I/We understand that I am required to intimate any change in the email id/ mobile number letter in original to you, provided however that if I/we am/are an internet client then in that can be made by me/ us through a secured access using client specific user id and passwo of my / our verbal directions / authorizations given and carried out by you earlier. I/We shay arise as a consequence of your adhering to and carrying out my / our directions given	event the request for change in email id/email account ord. Please treat this authorization as written ratification nall be liable for all losses, damages and actions which
Thanking you Yours Faithfully	
<b>∠</b> n 9	
Client Signature	
C	ent Code
[Note: To be signed by person himself/herself not to be signed by his/her attorne	
To,	
Frontline Capital Services Ltd.  Regd. Office: M-6, M-Block Market, 2nd Floor,  Greater Kailash-II, New Delhi-110048	AUTHORISATION
Dear Sir,  I/We have been / shall be dealing through you as my / our broker on the Capital instruction is applicable for all the exchanges / segments in which I / we have opened the option to receive the contract notes in physical form or electronic form. In purs contract notes in physical form. I hereby authorize you to debit my account with Rs. 25 other statutory charges as stationary and postage charges.  Thanking you  Yours Faithfully	l account with you. I/ We understand that, I / we have suance of the same, I/ we hereby opt for receipt of

\_\_\_\_\_ Client Code\_\_\_\_\_

Client Signature <u>£10</u>10

Client Name\_\_\_\_\_

#### **LETTER OF AUTHORITY**

Dated:

To.

#### Frontline Capital Services Ltd.

Regd. Office: M-6, M-Block Market, 2nd Floor,

Greater Kailash-II, New Delhi-110048

#### Sub: Letter of Authority Cash/F&O/ Currency Derivative/Mutual Fund Segment of the Exchange

I/we dealing with you as client at NSE/BSE in Cash, F&O & Currency Derivative Segment and in order to facilitate ease of operations, I/We authorise you as under:

- 1. I/We authorise you to set off outstanding in any of my/our accounts against credits available or arising in any other accounts maintained with you irrespective of the fact that such credits in the accounts may pertain to transactions in any segment of the Exchange or in any other exchange and/or against the value of cash margin or collateral shares provided to you by me/us.
- 2. I/We hereby authorise you not to provide me/us Order Confirmation/ Modification / Cancellation Slips and Trade Confirmation Slips to avoid unnecessary paper work. I/We shall get the required details from contract notes issued by you.
- 3. I/We hereby authorise you to keep all the securities which I/We have given you in margin including the payout securities received by us for meeting margin / order obligation in any of the stock exchanges in whatever manner which may include pledging of shares in favour of bank and / or taking loan against the same or meeting margin/ pay in obligation on my/our behalf or for giving the same as margin to the any of the Stock Exchanges or otherwise.
- 4. I/We request you to retain credit balance in any of my/our account and to use the unused funds towards my/our margin/future obligation at any or both the Exchanges unless I/We instruct you otherwise. I/we also authorize you to debit the necessary demat charges from time to time, for keeping the shares in your client demat beneficiary account on my behalf. I/We also authorise you to debit the financial charges @2% p.m., for the debit balances, if any, in my account and not settled as per the exchange requirements.
- 5. I/We request you to retain Securities in your demat account for my/our margin/future obligations at all Exchanges, unless I/We instruct you to transfer the same to my/our account.
- 6. I/We request you to consider my/our telephonic instructions for order placing/order modification/order cancellation as a written instruction and give me/us all the confirmation on telephonic unless instructed otherwise in writing. I/We am/are getting required details from contracts issued by you.
- 8. I/We will inform you the change of my/our email: ID, if any, in future either by regd. Post or through a digitally signed e-mail.
- 9. I/We are aware and acknowledge that trading of all exchanges is in Electronic mode, based on Vsat, lease line, ISDN, Modem, VPN, Internet and/or combination of technologies and computer system to place and route order and also involves many uncertain factors and complex hardware, software, systems, communication lines, peripherals, pay in payout of funds & securities, online & offline banking etc. these are susceptible to interruptions, delay, mistake and dislocations; and your services may at any time be unavailable without further notice and I/we understand that there exists a possibility of communication failure or system problems or slow or delay response from system or trading half, or any such other problem/glitch whereby not been able to establish access to the trading system/network or delay in execution of trades, which may be beyond your control any may result in delay in processing or not processing of any orders either in part or in full. I understand that you are not making any representation or warranty that your service will be available to the Client at all times without any interruption. I/We agree that I/We shall not have any claim for any loss incurred by me/us against you on account of any suspension, delay, interruption, non-availability or malfunctioning of your System or Service for any reason whatsoever.
- 10. I/We confirm that I/We never sublet the trading terminal on any term of connectivity from my place to any other place without your prior approval.
- 11. I/We am/are agreeable for inter-settlement transfer of securities towards settlement.
- 12. I/we am/are agreeable for & authorise you to with hold funds pay-out towards all the applicable margins and debits.
- 13. All fines/penalties and charges/Bank charges levied upon you due to my acts / deeds or transaction may be recovered by you from my account.
- 14. I have a Trading relationship with **Frontline Capital Services Ltd.** Please debit the charges relevant with depository services from my trading account on monthly basis. I also agree to maintain the adequate balance in my trading account/ pay adequate advance fee for the said reason.

Thanking you		
Yours Faithfully		
<b>4</b> 0 11		
Client Signature		
Client Name	Client Code	
The T   1   1   1   1   1   1   1   1   1		

#### FORMAT OF REQUEST

[Please tick (✓) wherever applicable]

DP ID	Client ID	Date
Name of Account Hold	ler	
Mobile No.		
E-mail ID		
I hereby declare that the (Spouse, dependent child	he aforesaid mobile dren and dependent pa	number or E-mail ID belongs to   Me or  My Family  arents)
Signature of Account Holder	<b>L</b> D12	
Name of Account Hold	ler	
		TERE HERE
		ACKNOWLEDGEMENT
To, Frontline Capi Regd. Office: M-6, M-Bloc Greater Kailash-II, New De	ck Market, 2nd Floor,	Ltd. Dated :
Trading Code :		
Obligations, Policies and	Procedures, Terms & al Market Segment, Fu	d Client Registration Form, Combined Risk Disclosure Document, Investors Rights & Conditions of Broking Services and Annexures signed and executed by me/ us fouture and Option Segment, Currency Derivative Segment and Wholesale Debt Marke
<u>∠D13</u> Client Signature	)	
Client Name		Client Code

[Note: To be signed by person himself/herself not to be signed by his/her attorney/authorized person etc.]

	CLIENT DEFAULTER DECLARATION	
that I have not been involved in a	having PAN Noany terrorist activity and I have not been declared as defa arious Exchanges/Regulatory bodies/CIBIL (Credit Informa	ulter or my name is not appearing in
I further declare that the above m	entioned declaration/statement is true and correct.	
Thanks		
Client Signature	Date	
Client Name	Client Code	
[Note: To be signed by person him	nself/herself not to be signed by his/her attorney/authorized	person etc.]
	DECLARATION FOR NAME MISMATCH	
I hereby declare that		
1. My name mentioned in PAN Ca	ard is	
2. In additional I D Proof i.e. Voter	r Id / Passport / Driving License it is	
3. In Bank A/c No	it is	
	is this	
	mentioned in above details document pertains to me, there as mentioned in my bank proof.	efore I request my account and
<u>✓□15</u> Client Signature	Date	
Client Name	Client Code	
	nself/herself not to be signed by his/her attorney/authorized	

FR	CSL	FATCA & CRS Declara	tion - Individual	
PAN		Trading	DP Code	
Nar				
Plac	te of Birth	Country of Birth		
Nat	ionality			
Anr	nual Income Below Rs. I Lac Rs. 10 Lac to 25 La	Rs. I Lac to 5 Lac  Rs. 25 Lac to I Crore	Rs. 5 Lac to 10 Lac > 1 Crore	
	: Worth <b>Amount Rs</b> t worth should not be older than I year)	Net Wor	th as on DDMMMYYYY	
Occ Det			ernment Service Public Sector  x Dealer Others Pl. Specify	
Poli	tically Exposed Person (PEP)	Related to Politically Exposed Per	rson (RPEP)	
	you a tax resident of any country oth	<u> </u>		
If ye	•	which you are resident for tax purpose	e and the associated Tax ID number	
Sr. No.	Country	Tax Identification Number	Identification Type (TIN or Other, please specify)	
I.				
2.				
3.				
		DECLARATION		
I have read and understood the information requirements and the Terms & Conditions mentioned in this Form (read along with FATCA & CRS instructions) and hereby confirm that the information provided by me on this Form is true, correct and complete. I hereby agree and confirm to inform Frontline Capital Services Ltd. for any modification to this information promptly.				
I further agree to abide by the provisions of the scheme related documents inter alia provisions of FATCA & CRS on Automatic Exchange of Information (AEOI).				
(Client Signature)				
Date: D D M M Y Y Y Y Y				
For Investor convenience, Frontline Capital Services Ltd. collecting this mandatory information for updating across all Group Companies of Frontline Capital Services Ltd. whether you are already an investor or would become an investor in future.				
Please submit the form fully filled, signed, for all the holders, separately, and submit at your nearest Frontline Capital Services Ltd branch or you can dispatch the hard copy to-				
Frontline Capital Services Ltd. B-22, Sector-4, Noida, U.P201301				

FATCA & CRS Declaration - Non Individual						
	PAN					
Plea	se tick the applicable tax resident declaration	ı <b>-</b>				
1.1	s "Entity" a tax resident of any country other t	han India	Yes No			
(If	yes, please provide country/ies in which th	ne entity is a r	resident for tax purposes and the asso	ociated Tax ID number below.)		
Sr. No.	Country		Tax Identification Number	Identification Type (TIN or Other*, please specify)		
1.						
2.						
	case Tax Identification Number is not avail	, ,	•	Global Entity Identification Number or GIIN, etc.		
	·		. ,	,		
In ca	ase the Entity's Country of Incorporation / T	ax residence is	s U.S. but Entity is not a Specified U.S.	Person, mention Entity's exemption code here		
PΛΕ	RT <b>A</b> (to be filled by Financial Institutions or Direct R	oborting NEEs)				
I.						
	(please tick as appropriate)		Alteria	N El		
	GIIN not available (please tick as applicable)	Applie Not re	quired to apply for - please specify 2 digit:	Non-participating FI s sub-category (Refer I A of Part C)		
PAF	RT <b>B</b> (please fill any one as appropriate "to be filled b	y NFEs other tha	n Direct Reporting NFEs")			
I.						
2.	2. Is the Entity a related entity of a publicly traded company (a company whose shares are regularly traded on an established securities market) (Refer 2b of Part C)  Yes (If yes, please specify name of the listed company and one stock exchange on which the stock is regularly traded on an established securities market) (Refer 2b of Part C)  Name of listed company  Nature of relation: Subsidiary of the Listed Company or Controlled by a Listed Company  Name of stock exchange					
3.	Is the Entity an active NFE (Refer 2c of Part 0	C)	Yes Nature of Business			
	·		Please specify the sub-category of Active	e NFE (Mention code – refer 2c of Part C		
4.	4. Is the Entity a passiveNFE (Refer 3(ii) of Part C)  Yes Nature of Business					
UBO Declaration (Mandatory for all entities except, a Publicly Traded Company or a related entity of Publicly Traded Company)						
	egory (Please tick applicable category):		d Company Partnership Firm	Limited Liability Partnership Company		
	Unincorporated association / body of individuals	Public C	Charitable Trust Religious Trust	Private Trust		
	Others (please specify		)			

Please list below the details of controlling person(s), confirming ALL countries of tax residency / permanent residency / citizenship and ALL Tax Identification Numbers for EACH

Owner-documented FFI's should provide FFI Owner Reporting Statement and Auditor's Letter with required details as mentioned in Form W8 BEN E (Refer 3(vi) of Part C)

controlling person(s). (Please attach additional sheets if necessary)

Details	UBO1	UBO2	UBO3			
Name of UBO						
UBO Code (Refer 3(iv) (A) of Part C)						
Country of Tax residency*						
PAN #						
Address						
	Zip	Zip	Zip			
	Zip State:	State:				
	Country:	Country:	State:			
Address Type	☐ Residence ☐ Business ☐ Registered office	☐ Residence ☐ Business ☐ Registered office	☐ Residence ☐ Business ☐ Registered office			
Tax ID %						
Tax ID Type						
City of Birth						
Country of birth						
Occupation Type	☐ Service ☐ Business ☐ Others	☐ Service ☐ Business ☐ Others	☐ Service ☐ Business ☐ Others			
Nationality						
Father's Name						
Gender	☐ Male ☐ Female ☐ Others	☐ Male ☐ Female ☐ Others	☐ Male ☐ Female ☐ Others			
Date of Birth	DD/MM/YYYY	DD/MM/YYYY	DD/MM/YYYY			
Percentage of Holding (%) \$						
Protector of Trust to be specified where *In case Tax Identification Number is not	be enclosed. Else PAN or any other valid in ver applicable. available, kindly provide functional equivale reholding pattern duly self attested by Auth	orized Signatory / Company Secretary	signation like Director / Settlor of Trust /			
I have read and understood the		RATION the Terms ? Conditions mentions	nd in this Earm (road along with			
FATCA & CRS instructions) and	hereby confirm that the informa	the Terms & Conditions mentione ation provided by me on this Form	is true, correct and complete. I			
	·-	<ul> <li>for any modification to this inforn</li> <li>d documents inter alia provisions</li> </ul>				
Exchange of Information (AEOI		a documents inter and provisions	or Arca & Cho on Automatic			
Name						
Designation						
<b>€</b> 017		Date : D				
(Client Signature)		Place :				
	•	ecting this mandatory informatio				
Please submit the form fully fil	led, signed, for all the holders, s	eparately, and submit at your nea				
Ltd. branch or you can dispate	• •					
Frontline Capital Services I B-22, Sector-4, Noida, U.P.						
For Detail Terms & Condition	ions please visit www.fcslindia.	com				

LETTER TO BE OBTAINED FROM BANK F	OR VERIFICATION OF SIGNATURES
To,  Frontline Capital Services Ltd.  Regd. Office: M-6, M-Block Market, 2nd Floor,	Dated :
Greater Kailash-II, New Delhi-110048  Dear Sir,	
This is to certify that the savings / current account no	of Mr./Ms.M/s.
with our branch operation of the account has been satisfactory. We further confirm that above mentioned person & that the address of the person is as given below.	
Bank	
Stamp	
Across	
Photograph	
<i>A</i> -10	Signature in my presence and Attested
Client Signature	<i>A</i> 10
Name & Signature of the Branch Manager	L19 Client Signature
Manie & Olgridiai e of the Brahori Manager	Signature of Branch Manager
Stamp of the Bank and the Branch	
FEMA DECLA	RATION
To, Frontline Capital Services Ltd. Regd. Office: M-6, M-Block Market, 2nd Floor, Greater Kailash-II, New D Dear Sir	Dated :elhi-110048
Subject: FEMA Declaration I,	do here by confirm and declare that:
<ol> <li>I have complied with all the applicable provisions of the Foreign Excor guidelines issued there under,</li> <li>I have not violated any of terms, conditions, provision of the FEMAG.</li> <li>I shall continue to be bound by and comply with all the FEMA Guidelinenthing you,</li> </ol>	change Management Act, 1999 and/or any of the rules, regulation uidlines,
Yours faithfully	
Client Signature Client Name	Client Code

To,						
- 	4lina Canital Samiaga I	4.4			Dated	•
	tline Capital Services L	.ta.				
	ffice: M-6, M-Block Market, 2nd Floor, Kailash-II, New Delhi-110048					
	IUF firm wishes to open an account with y	ou in the sa	id name			we beg to sa
hat the f	first signatory to this letter, i.e.,				is the Karta	of the Joint Family and
-	natories are the adult co-parceners of the	-				
	er confirm that the business of the said join est and for the benefit of the entire body of					
	family shall be recoverable personally from					
Karta, ind	cluding the share of minor co-parceners Ir	n view of the				
	not got our said firm registered under the s		-f		the Constant	l the effect
	by undertake to inform you the death or l ily during the operating of the account	birth of a co	-parcener of any	change occurrin	g at any time in t	he membership of our
Ullit iai	lly during the operating of the account					
A- 01						
<b>∠</b> n 21 Signatur	re of Karta (with Rubber Stamp)					
Digitatui	· · · · · · · · · · · · · · · · · · ·	"	7.111E (11		1.1541 1.8.8 1	
	Name of Signature of Adult	Т	1		dditional Membe	ers)
Sr. No.	Name of Co-partionors of HUF	Gender (M/F)	Relationship with Karta	Date of Birth	PAN No.	Signature
1.				<b>†</b>		
_						
2.						
3.					1	
3.	Name of Minor Co-Par	tionors of	HUF (Use Anne	exure of addition	nal Members)	
3.	Name of Minor Co-Par Name of Co-partionors of HUF	Т	HUF (Use Anne	exure of addition		Date of Birth
3. 4. Sr. No.		Т				Date of Birth
3. 4.		Т				Date of Birth
3. 4. Sr. No. 1.		Т				Date of Birth
3. 4. Sr. No. 1. 2. 3.		Т				Date of Birth
3. 4. Sr. No. 1. 2. 3. 4.	Name of Co-partionors of HUF	=	Gender (M/F)	Relationship w	vith Karta	
3. 4. Sr. No. 1. 2. 3. 4. I hereby application	Name of Co-partionors of HUF  also declare that the particulars given by on to open an account. I agree that any fa	me as statulse/mislead	Gender (M/F)  ed above are truing information g	Relationship w	vith Karta	on date for making th
3. 4. Sr. No. 1. 2. 3. 4. I hereby application render m	Name of Co-partionors of HUF  also declare that the particulars given by on to open an account. I agree that any fa	me as statulse/mislead	Gender (M/F)  ed above are truing information g	Relationship w	vith Karta	on date for making th
3. 4. Sr. No. 1. 2. 3. 4. hereby application	Name of Co-partionors of HUF  also declare that the particulars given by on to open an account. I agree that any fa	me as statulse/mislead	Gender (M/F)  ed above are truing information g	Relationship w	vith Karta	on date for making th
3. 4. Sr. No. 1. 2. 3. 4. hereby application render m	Name of Co-partionors of HUF  also declare that the particulars given by on to open an account. I agree that any fa	me as statulse/mislead	Gender (M/F)  ed above are truing information g	Relationship w	vith Karta	on date for making th

.....यह घोषणा करता/करती हूँ कि मैंने फ्रन्टलाईन कैपिटल सर्विसेज लिमिटेड में अपना शेयर ट्रेडिंग/डीमैट (सीएम/एफओ) का खाता खोला है। उसके लिए एकाउन्ट ओपनिंग फार्म (के.वाई.सी) और विभिन्न कागजातों पर हस्ताक्षर किया है जोकि अंग्रेजी भाषा में है। मुझे इसका हिन्दी में मतलब समझा दिया गया है। मैं फ्रन्टलाईन कैपिटल सर्विसेज लिमिटेड के नियम व शर्तों से सहमत हूँ। मुझे के.वाई.सी. की कॉपी, अनुच्छेद 4,5,6, सहित मिल गई है। **23** 

हस्ताक्षर

# FORMAT OF BOARD RESOLUTION TO BE GIVEN BY CORPORATE CLIENT (TO BE PRINTED ON LETTER HEAD OF COMPANY)

OF DIRECTORS OF		
THE	(date) / TIME AT_	 (Venue)
"RESOLVED THAT an account for the purpose of tradi National Stock Exchange of India Ltd. / Bombay Stoc purchase of Securities on the said exchange(s).		with M/s. Frontline Capital Services Ltd., Member
FURTHER RESOLVED THAT Shri		and Shri
Directors of the Company, be and are hereby, authoris authorisations, agreements etc. as may be necessary fo	-	
FURTHER RESOLVED THAT the aforementioned Dire Company. for conducting trading in securities for and on		uthorised severally, to give instructions on behalf of the
FURTHER RESOLVED THAT, a copy of this resolutio Shri	Directors, & the B	cer by Shrio  roker, be instructed to honour the instructions of Shr, Directors of the
Company to carry on trading in Securities.		
Certified true copy		
For (Name of the Company)		
		Dated :
Director		Place :
FORMAT OF DECLARATION TO BE GIV	/EN BY PARTNERSHIP I	FIRM ON LETTER HEAD OF THE FIRM
To,		
Frontline Capital Services Ltd Regd. Office: M-6, M-Block Market, 2nd Floor, Greater Kailash-II, New Delhi-110048 Dear Sir,	•	Date
We refer to the trading account being opened / open declare and authorise you as under.	·	
We recognize that a beneficiary account cannot be per applicable law. To facilitate the operation of the abtransfer obligations pursuant to the trading of Nowith deposit the names of the partnership of the firm.	pove trading account with operations, we authoris	you and for the purpose of completing the Securities
We agree that the obligations for Securities pure transfer to/from the above mentioned account. We as complete discharge of obligations by you in refirm.	e recognize and accept	transfers made by you to the beneficiary accoun
We hereby authorizeagreements, deeds etc. as may be necessary to enter Ltd., and to place order for buying and selling of Securibe necessary to engage in business on behalf of the paccounts.	er into the agreement and rities, sell, purchase, trans	sfer, endorse, negotiate and do other things that may
Name of Partners (in block lett	ers)	Signature

#### ADDENDUM TO THE CLIENT REGISTRATION FORM / KEY INFORMATION

	Date
In compliance with the provisions of Prevention of Money Laundering Act, 2002 and subsequent circulars issued by SEB	I thereto, we hereby obliged
to consider it as a part of client registration document: -	

#### PREVENTION OF MONEY LAUNDERING

Prevention of Money Laundering Act, 2002 (herein refer to an "Act") came into affect July 1, 2005 vide notification No. GRE 436(E) dated July 1,2005 issued by Department of Revenue, Ministry of Finance, Govt. of India. Further SEBI vide Circular reference number ISD/CIR/RR/AML/1/06 dated January 18,2006 mandated that all the Stock Brokers should formulate and implement a proper policy framework as per the guidelines on anti money laundering measures and also to adopt a Know Your Client (KYC) policy. SEBI also issued another circular reference number CIR/ISD/AML/3/2010 dt. 31/12/10 advising all the Stock Broker to take necessary steps to ensure compliance with the requirement of Section 12 of the Act inter-alia, maintenance and preservation of records and reporting of information relating to cash and suspicious transactions to Financial Intelligence Unit-India (FIU-IND), New Delhi.

The constituents should ensure that the amount invested in the securities is through legitimate sources only and does not involve and is not designated for the purpose of contravention or evasion of the provision of the Income Tax Act, Prevention of Money Laundering Act, Prevention of corruption Act and/or any other law for the time being in force enacted by Govt. of India from time to time or any rules and regulations, notifications or directions issued there under.

To ensure appropriate identification of the constituents under its KYC policy and with view to monitor the transactions for the prevention of anti money laundering, the company has reserve the right to seek information, record constituents telephonic calls and/or obtained or retained documentation for establishing the identity of the constituents, proof of residence, source of funds, etc. It may re-verify identity and obtain any incomplete or additional information for this purpose.

The constituents or their attorney, if any, shall produce independent source documents, such as photographs, certified copies of ration card/passport/pan card/driving license or such other documents or produce such information as may be required from time to time for verification of the identity, residential address, financial information of the constituents by the company.

If the constituents refuses/fails to produce the required documents and information with in the period specified in the communication sent by company to the constituents, then the company after applying due diligence measures believes that the transaction is suspicious in nature within the purview of the Act and SEBI circulars issued from time to time or on account of deficiencies in the documentation shall have absolute discretion to report suspicious transaction to FIU-IND or to reject the application or to freeze the account of constituent. Thus the KYC documentation shall comply by all the constituents in its true spirit and word.

The Company, its Directors, its Employees and agents shall not be liable in any manner for any claim arising whatsoever on account of freezing of account or on rejection of application etc. due to noncompliance of the provisions of the Act, SEBI circulars and KYC policy and or where company believes that transaction is suspicious in nature within the purview of the Act or SEBI circulars and reporting the same to FIU-IND.

This document form an integral part of the client registration form as addendum or key information memorandum and will be subject to amendments from time to time.

<b>L</b> 24	
	Client Signature
Name:.	



# DOCKET - C DEPOSITORY PARTICIPANT



# Frontline Capital Services Ltd.

Depository Participant: NSDL•SEBI Regn. No.: IN-DP-NSDL-56-98 • DP ID: IN 300564 Regd. Office: M-6, M-Block Market, 2nd Floor, Greater Kailash-II, New Delhi-110048

Corporate Office: B-22, Sector-4, Noida-201301

PART II - ACCOUNT OPENING FORM (FOR INDIVIDUALS & NON-INDIVIDUALS)																	
(To be filled by the De	pository	Particip	ant)														_
Client ID								Date	D	D	M	M	Y	Y	Y	Y	
/We request you to open a depository account in my/our name as per following details : Please fill all the details in CAPITAL/BLOCK LETTERS only)																	
A. DETAILS OF ACCOUNT HOLDER(S)																	
Account Holder(s)		Sole/	First Hold	er		S	Second H	older				T	hird	Holder			
Name																	
PAN																	
Occupation (Please tick any one and give brief details)	Pub Gov	vate Sector olic Sector vt. Service siness fessional		Agriculturi Retired Housewife Student Others (Pl. S		Private Solution Public Selucion Govt. Ser Business Professio	ctor vice	Reti	sewife	] ] ]	Pub Gov Bus	rate Se olic Sec rt. Serv siness fession	tor ice		Agriculi Retired Housev Studen Others (F	vife	
Brief Details	Brief Details																
	B. For 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, Association of Persons (AOP), Partnership Firm, Unregistered Trust, etc., should be mentioned below:							ī									
Name									P/	AN							
C. TYPE OF ACCO	DUNT (F	Please ti	ick which	never is A	Applicab	le)											
For Individual  Ordinary Resident  Qualified Foreign Investor  Margin  For Non-Individual  Body Corporate  Qualified Foreign Investor  Mutual Fund				lational pecify)		FII Trust	F		oter 	 JF							
D. GROSS ANNUA	LINCOM	IE DETA	ILS (plea	se specif	fy)				<u>'</u>	3,							
Income Range per annum (please tick any one)  Below Rs. 1 Lac Rs. 25 - 50 Lac Rs. 1 - 5 Lac Rs. 5 Lac - 10 Lac Above Rs. 1 Crore Rs. 10 Lac - 25 Lac  Networth Amount Rs. As on (Date) Networth Amount Rs. As on (Date) Networth Amount Rs. As on (Date) Networth Manuel Rs. As on (Date) Networth Manuel Rs. As on (Date) Networth Manuel Rs. As on (Date)																	
E. In Case of NRIs/F	E. In Case of NRIs/Foreign Nationals/FIIs/Others (as may be applicable)																
RBI Approval	oreign i	vationais	s/FIIs/Oth	ers (as m	ay be ap	plicable)											

F.	F. 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)																				
Gu	ardian Nam	е																		
PA	PAN PAN																			
Re	Relationship of Guardian with Minor																			
G.	G. BANK DETAILS																			
1.	. Bank Account Type Saving A/c Current A/c Other (Pl. Specify)																			
2.	Bank Acc	ount Number																		
3.	Bank Nan	пе																		
4.	Branch Ad	ldress																		
															1					
			City/Tow	vn/Villa	ige	_							Pin C							
_	MIODO	1.	State			<u>Т</u>						$\overline{}$	Coun	try						
5.	MICR Cod	de	<del>                                     </del>		$\overline{}$		1		Т			+			П				1	
6.	IFSC				<u> </u>					ᆜ										
H.	H. Please tick, if applicable, for any of your authorized signatories/ Promoter/Partners/Karta/Trustees/whole time directors:  Please tick, if applicable, for any of your authorized signatories/ Promoter/Partners/Karta/Trustees/whole time directors:  Politically Exposed Person (PEP)  Related to Politically Exposed Person (RPEP)																			
I.	I. CLEARING MEMBER DETAILS (to be filled up by Clearing Members only)																			
1.	Name of S	Stock Exchange																		
2.	Name of C	learing Corporation	/Clearing H	House																
3.	Clearing N	Member ID																		
4.	SEBI Reg	istration Number																		
5.	Trade Nar	me																		
6.	CM-BP-ID	(to be filled up by	/ Participa	int)																
J.	STANDING	G INSTRUCTION	IS																	
1.	I/We auth	orise you to receiv	e credits a	automa	atically	y into r	my/c	ur acc	ount							_		Yes		No
2.		be operated thro				`										_		Yes		No
3.		nnual Reports, AG											-					Yes		No
4.		t facility: [Manda	atory if you a	re givin	g Powe	r of Atto	orney	(PoA). E	nsure th	at the	mobile nu	umbe	er is provi	ded in ti			ation			
	Sr. No.	Holder												$\perp$	Yes	<u>-</u> -	+		No	
	1.	Sole / First Ho												+			+	<u>L</u>	<u> </u>	
	2.	Second Holde	<u>r</u>											+			+	<u>L</u>	<u> </u>	
<u>_</u>	3.	Third Holder	at of Acces	ınt	T,-	1 5:												L		
5.	(Tick any	eceiving Statemer one)	IL OI ACCOU					l Form lic Forr		Note -	4 and ensu	re tha	at email ID	) is provi	ded in K	(ҮС Ар	plicati	on Form	]	
K.	NOMINAT	TON OPTION																		
	I/We wish to	make a nominatio	n. [As per	details (	given b	pelow]		I/We	do not v	wish	to make	a no	minatio	n. [Strik	e off th	ne non	ninati	on deta	ils be	low]

#### **NOMINATION DETAILS (For Individual Demat A/c Holder)**

I/We wish to make a nomination and do hereby nominate the following person(s) who shall receive all securities held in the Depository by me/us in the said beneficiary owner account in the event of my / our death.

No thr	mination can be ee nominees in the	made upto ne account	Details of 1st Nominee	Details of 2nd Nominee	Details of 3rd Nominee
1.	Name of the nom Mr./Ms.)	ninee(s)			
2.	Share of each Nominee	Equally [If not equally, please specify percentage]	%  Any odd lot after division shall be	% transferred to the first nominee menti	% oned in the form.
3.	Relationship with Applicant (if any)				
4.	Address of Nom				
_	Mahila/Talamha	PIN Code			
5.	Mobile/Telephor of Nominee(s)	ne No.			
6.	Email ID of nomi	inee(s)			
7.	Nominee Identifica [Please tick any or and provide details Photograph PAN A Proof of Ider	ne of following s of same] & Signature AADHAAR			
Sr.	Nos. 8-14 should	be filled only	if nominee(s) is a minor :		
8.	Date of Birth (in minor nominee(s				
9.	Name of Guardia {in case of minor	n (Mr./Ms.) nominee(s)}			
10.	Address of Gu				
11.	Mobile/Telepho	PIN Code ne No.			
12.	Email ID of non	ninee(s)			

	Relationship of Guardian vith nominee							
	Guardian Identification details - [Please tick any one of following and provide details of same]  Photograph & Signature  PAN AADHAAR  Saving Bank A/c No.  Proof of Identity  Demat Account ID							
		1		Witness for Nomina	tion			
1	Name of the Witness		Address o	of Witness	Sig	nature of	Witness	
					Date D D	M N	1 Y Y	YY
Mod	e of Operation for Sole/First	Holder (in case	e of joint holdi	ngs, all the holders mu	ıst sign)			
	Any one singly							
	Jointly by							
	As per resolution							
	Others (Pl. Specify)							
LIST	OF FAMILY MEMBERS - Fo	or HUF Accou	unts only (Se	eparate Annexure ma	ay be used in case	number	of member	is higher)
Sr. No.	Name of Coparcen Member	ner/	Gender	Date of Birth (dd/mm/yyyy)	Relation with Karta		Whether Cop Member (Pl.	
1.								
2.								
3.								
4.								
5.								

#### **DECLARATION**

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

#### Signed by Account holders / Authorised Signatories (Enclose a Board Resolution in case of Authorised Signatories)

Holder	Name	Signature
Sole / First Holder / Guardian (Mr./Ms.) (in case of Minor) / Authorised Signatory		<b>∠</b> n 25
Second Holder/ Authorised Signatory		
Third Holder/ Authorised Signatory		c>→

#### Notes

- 1. All communication shall be sent at the address of the Sole/First holder only.
- 2. In case of additional signatures, separate annexures should be attached to the application form.
- 3. Thumb impressions and signatures other than English or Hindi or any of the other language not contained in the 8th Schedule of the Constitution of India must be attested by a Magistrate or a Notary Public or a Special Executive Magistrate.
- 4. Notes:

Instructions related to nomination, are as below:

- i. The nomination can be made only by individuals holding beneficiary owner accounts on their own behalf singly or jointly. Non- individuals including society, trust, body corporate and partnership firm, karta of Hindu Undivided Family, holder of power of attorney cannot nominate. If the account is held jointly, all joint holders will sign the nomination form.
- ii. A minor can be nominated. In that event, the name and address of the Guardian of the minor nominee shall be provided by the beneficial owner.
- iii. The Nominee(s) shall not be a trust, society, body corporate, partnership firm, karta of Hindu Undivided Family or a power of Attorney holder. A non-resident Indian can be a Nominee, subject to the exchange controls in force, from time to time.
- iv. Nomination in respect of the beneficiary owner account stands rescinded upon closure of the beneficiary owner account. Similarly, the nomination in respect of the securities shall stand terminated upon transfer of the securities.
- v. Transfer of securities in favour of a Nominee(s) shall be valid discharge by the depository and the Participant against the legal heir.
- vi. The cancellation of nomination can be made by individuals only holding beneficiary owner accounts on their own behalf singly or jointly by the same persons who made the original nomination. Non- individuals including society, trust, body corporate and partnership firm, karta of Hindu Undivided Family, holder of power of attorney cannot cancel the nomination. If the beneficiary owner account is held jointly, all joint holders will sign the cancellation form.
- vii. On cancellation of the nomination, the nomination shall stand rescinded and the depository shall not be under any obligation to transfer the securities in favour of the Nominee(s).
- viii. Nomination can be made upto three nominees in a demat account. In case of multiple nominees, the Client must specify the percentage of share for each nominee that shall total upto hundred percent. In the event of the beneficiary owner not indicating any percentage of allocation/share for each of the nominees, the default option shall be to settle the claims equally amongst all the nominees.
- ix. On request of Substitution of existing nominees by the beneficial owner, the earlier nomination shall stand rescinded. Hence, details of nominees as mentioned in the FORM 10 at the time of substitution will be considered. Therefore, please mention the complete details of all the nominees.
- x. Copy of any proof of identity must be accompanied by original for verification or duly attested by any entity authorized for attesting the documents, as provided in Annexure D.
- xi. Savings bank account details shall only be considered if the account is maintained with the same participant.
- xii. DPID and client ID shall be provided where demat details is required to be provided.
- 5. For receiving Statement of Account in electronic form:
  - i. Client must ensure the confidentiality of the password of the email account.
  - ii. Client must promptly inform the Participant if the email address has changed.
  - i. Client may opt to terminate this facility by giving 10 days prior notice. Similarly, Participant may also terminate this facility by giving 10 days prior notice.
- 6. Strike off whichever is not applicable.

INTRODUCTION (OPTIONAL FOR INDIVIDUAL / HUF)						
(by an existing account holder/applicant's bank)						
DP-ID IN Client ID						
(In case of existing account holder.) I confirm the identity and address of the applicant(s)						
Name :						
Address:						
:	Signature of Introducer/Signature and Seal in case of Bank (To be verified by DP Official)					

# RIGHTS AND OBLIGATIONS OF BENEFICIAL OWNER AND DEPOSITORY PARTICIPANT AS PRESCRIBED BY SEBI & DEPOSITORIES

#### **General Clause**

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

#### **Beneficial Owner information**

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

#### Fees/Charges/Tariff

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

#### **Dematerialization**

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

#### **Separate Accounts**

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

#### **Transfer of Securities**

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

#### Statement of account

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

#### Manner of Closure of Demat account

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

#### Default in payment of charges

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

#### **Liability of the Depository**

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

#### Freezing/Defreezing of accounts

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

#### Redressal of Investor grievance

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

#### **Authorized representative**

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

#### Law and Jurisdiction

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

I/We acknowledge the receipt of copy of the "Rights and Obligations of the Beneficial Owner and Depository Participant". Signature of Account Holder(s)

#### TERMS AND CONDITIONS FOR RECEIVING SMS ALERTS FROM NSDL

#### SMS Alert facility for NSDL demat account holders

#### Introduction

NSDL has launched SMS Alert facility for demat account holders whereby investors can receive alerts for debits (transfers) to their demat accounts, credits for IPO and offer for sale allotment, sub-division and bonus. Alerts are also sent in case the instructions given by investors for debiting their demat accounts fail due to insufficient balance. Under this facility, investors can receive alerts, a day after such debits (transfers) take place or debit instruction failing as the case may be and on the same day when such credits take place. These alerts are sent to those account holders who have provided their mobile numbers to their Depository Participants (DPs). Alerts for debits are sent, if the debits (transfers) are up to five ISINs in a day. In case debits (transfers) are for more than five ISINs, alerts are sent with a message that debits for more than five ISINs have taken place and that the investor can check the details with the DP or on IDeAS website, if the investor is an IDeAS subscriber.

#### **Benefits**

- 1. Investors will get to know about debits and credits for IPO and offer for sale allotment, sub-division, bonus and failed debit instructions due to insufficient balance without having to call-up their DPs.
- 2. Investors need not wait for receiving Transaction Statements from DPs to know about such debits and credits.
- 3. In case of any discrepancy, the investor can approach its DP for clarification sooner.

#### Charges

No charge is levied by NSDL on DPs for providing this facility to investors.

#### Registration

This facility is available to investors who request for such a facility and provide their mobile numbers to the DPs. In case mobile numbers already given have changed, investors need to inform their DPs about the new numbers by way of written requests. Investors who have not yet provided their mobile numbers to their DPs can also avail this facility by intimating their mobile numbers to their DPs and submit a written request for this facility. This facility is not available to investors who have registered mobile numbers originating outside India. Thus, this facility will be available to the investors provided they have given their mobile numbers to their DPs and the DPs have captured the numbers in the computer system and have also enabled (ticked) the SMS flag in their system.

#### Contact

The investors may contact their respective DPs in case they do not receive SMS alert inspite of registering for this facility. Those investors who have provided their mobile numbers to their DPs but do not wish to avail this facility may also inform their DPs.

#### For further details / information investors may contact us at :

Investor Relationship Cell

National Securities Depository Limited

4th Floor, A Wing, Trade World, Kamala Mills Compound, Senapati Bapat Marg, Lower Parel, Mumbai 400 013.

Tel.: (022) 2499 4200 / 4090 4200 Fax: (022) 2497 6351

Email: relations@nsdl.co.in
Terms and Conditions

### 1.1Definition

In these Terms and Conditions, the following terms shall have the following meanings:

"Alerts" or "Facility" means the customized messages with respect to specific events/transactions relating to an Investor's Account sent as Short Messaging Service ("SMS") over mobile phone to the Investor;

"Investor" means the person who holds an Account;

"Account" means the demat account of the Investor with NSDL maintained through its Depository Participant;

"ISIN" means an International Securities Identification Number assigned to a security;

"CSP" means the cellular service provider through whom the Investor or NSDL receives the mobile services.

#### 1.2 Availability

- 1.2.1 NSDL at its sole discretion may discontinue the Facility at any time by providing a prior intimation through its website or any other medium of communication. NSDL may at its discretion extend the Facility to investors who register mobile phones originating outside India.
- 1.2.2 The Alerts would be generated by NSDL and will be sent to the investors on the mobile number provided by the investor and the delivery of the Alert would be entirely based on the service availability of the service provider and connectivity with other cellular circles of the CSPs or in circles forming part of the roaming GSM network agreement between such CSPs. The Alerts are dependent on various factors including connectivity and, therefore, NSDL cannot assure final and timely delivery of the Alerts.
- 1.2.3 The investor will be responsible for the security and confidentiality of his/her Mobile Phone and mobile phone number to be used for this Facility.

#### 1.3 Process

- 1.3.1 This Facility provides Alerts to investors over mobile phones for the debits (transfers), credits for IPO and offer for sale allotment, subdivision and bonus that have taken place in their accounts. Alerts are also sent in case the instructions given by investors for debiting their demat accounts fail due to insufficient balance. Under this Facility, investors can receive Alerts, a day after such debits (transfers) take place or debit instruction failing as the case may be and on the same day when such credits take place. These Alerts will be sent to those investors who have requested for such a Facility and have provided their mobile numbers to their Depository Participants. Alerts will be sent for debits, if the debits (transfers) are up to five ISINs in a day. In case debits (transfers) are for more than five ISINs, Alerts will be sent with a message that debits for more than five ISINs have taken place and that the investor can check the details with the DP or on IDeAS website, if the investor is an IDeAS subscriber. Investors who have provided their mobile numbers to Depository Participants but do not wish to avail of this Facility may do so by informing their Depository Participants accordingly.
- 1.3.2 The investor is duty bound to acquaint himself/herself with the detailed process for using the Facility and interpreting the Alerts for which NSDL is not responsible for any error/omissions by the investor.
- 1.3.3 The investor acknowledges that the Alerts will be implemented in a phased manner and NSDL may at a later stage; as and when feasible, add more Alerts. NSDL may, at its discretion, from time to time change the features of any Alert. The investor will be solely responsible for keeping himself/herself updated of the available Alerts, which shall, on best-effort basis, be notified by NSDL through its website or any other medium of communication.

#### 1.4 Receiving Alerts

- 1.4.1 The investor is solely responsible for intimating in writing to his/her Depository Participant any change in his/her mobile phone number and NSDL will not be liable for sending Alerts or other information over his/her mobile phone number recorded with NSDL.
- 1.4.2 The investor acknowledges that to receive Alerts, his/her mobile phone must be in an 'on' mode. If his/her mobile is kept 'off' for a specified period from the time of delivery of an Alert message by NSDL, that particular message may not be received by the investor.
- 1.4.3 The investor acknowledges that the Facility is dependent on the infrastructure, connectivity and services provided by the CSPs within India. The investor accepts that timeliness, accuracy and readability of Alerts sent by NSDL will depend on factors affecting the CSPs and other service providers. NSDL shall not be liable for non-delivery or delayed delivery of Alerts, error, loss or distortion in transmission of Alerts to the investor.
- 1.4.4 NSDL will endeavor to provide the Facility on a best effort basis and the investor shall not hold NSDL responsible/liable for non-availability of the Facility or non performance by any CSPs or other service providers or any loss or damage caused to the investor as a result of use of the Facility (including relying on the Alerts for his/her investment or business or any other purposes) for causes which are attributable to /and are beyond the control of NSDL. NSDL shall not be held liable in any manner to the investor in connection with the use of the Facility.
- 1.4.5 The investor accepts that each Alert may contain certain account information relating to the investor. The investor authorizes NSDL to send any other account related information, though not specifically requested, if NSDL deems that the same is relevant.

#### 1.5 Withdrawal or Termination

- 1.5.1 NSDL may, in its discretion, withdraw temporarily or terminate the Facility, either wholly or in part, at any time. NSDL may suspend temporarily the Facility at any time during which any maintenance work or repair is required to be carried out or incase of any emergency or for security reasons, which require the temporary suspension of the Facility.
- 1.5.2 Not withstanding the terms laid down in clause 1.5.1 above, either the investor or NSDL may, for any reason whatsoever, terminate this Facility at any time. In case the investor wishes to terminate this Facility, he/she will have to intimate his/her Depository Participant accordingly.

#### 1.6 Fees

1.6.1 At present, NSDL is levying no charge for this Facility on the Depository Participants. The investor shall be liable for payment of airtime or other charges, which may be levied by the CSPs in connection with the receiving of the Alerts, as per the terms and conditions between the CSPs and investors, and NSDL is in no way concerned with the same.

#### 1.7 Disclaimer

- 1.7.1 This Facility is only an Alert mechanism for the investors and is not in lieu of the Transaction Statements required to be provided by the Depository Participant to its clients.
- 1.7.2 NSDL shall not be concerned with any dispute that may arise between the investor and his/her CSP and makes no representation or gives no warranty with respect to the quality of the service provided by the CSP or guarantee for timely delivery or accuracy of the contents of each Alert.
- 1.7.3 The investor shall verify the transactions and the balances in his/her account from his/her Depository Participant and not rely solely on Alerts for any purpose.
- 1.7.4 NSDL will not be liable for any delay or inability of NSDL to send the Alert or for loss of any information in the Alerts in transmission.

#### 1.8 Liability

1.8.1 NSDL shall not be liable for any losses, claims and damages arising from negligence, fraud, collusion or violation of the terms herein on the part of the investor and/ or a third party.

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Signature of Sole/First Holder	Signature of Second Holder	Signature of Third Holder

# TERMS AND CONDITIONS FOR PROVIDING THE TRANSACTION AND HOLDING STATEMENT AND OTHER COMMUNICATIONS THROUGH INTERNET

To,  Frontline Capital Services Ltd.  Regd. Office: M-6, M-Block Market, 2nd Floor,  Greater Kailash-II, New Delhi-110048	Date :
Dear Sirs,	
Sub: Request to provide the Statements through e-mail and/or website.	
Client ID. : E-mail ID	

You are hereby requested to provide me/us transaction statement(s)/bills or any other document(s) required to be sent to me under my specific request or as per the statutory requirement(s) through e-mail and/or website. I/We am/are aware and understand the following:-

- 1. I/We am/are aware that I/we will not receive the transaction statements/bills etc in paper form.
- 2. I/We understand that website(s) would mean www.ndaindia.com and or any of it's pages/links/applets or any other website that FRONTLINE CAPITAL SERVICES LTD. may inform from time to time.
- 3. I/We will take all the necessary steps to ensure confidentiality and secrecy of the login name and password of the DP back office /email account.
- 4. I/We am/are aware that the transaction statement/bills etc. may be accessed by other entities in case the confidentiality/secrecy of the login name and password is compromised.
- 5. I/We shall immediately inform FRONTLINE CAPITAL SERVICES LTD. about change in email address, if any.
- 6. I/we agree that till the time the change in email address is not updated in the records of FRONTLINE CAPITAL SERVICES LTD., the statements/bills etc. sent to the original email address shall deem to be a valid delivery and I/we shall keep FRONTLINE CAPITAL SERVICES LTD. and/or any of it's employees, directors, agents, associates indemnified against any loss suffered by them and also not hold them responsible for any loss suffered by me/us on this account.
- 7. I/We shall log off from website/DP back office/e-mail service, whenever I/we am/are not accessing or using the service. Any liability incurred to me/ us as a consequence of the not logging off the service shall be borne solely by me/us.
- 8. I/we agree that FRONTLINE CAPITAL SERVICES LTD. shall not take cognizance of out-of-office/out-of-station auto replies and I/we am/are deemed to have received above referred documents. Non-receipt of bounced mail notification by FRONTLINE CAPITAL SERVICES LTD. shall amount to delivery of the above-referred documents at the email id provided by me/us.
- 9. I/we agree that I/we shall immediately notify FRONTLINE CAPITAL SERVICES LTD. in writing with full details if I/we discover or suspect, unauthorized access through my/our DP back office password or Notice discrepancies that might be attributable to unauthorized access, Forget DP back office password or Discover a security flaw.
- 10. I/we understand that I/we am/are responsible for installing, operating and maintaining the communication equipment (including but not limited to personal computers and modems), software, tools, telephone or alternative service required at my/our end and connectivity required for using and accessing the website(s), back office, email account(s), any above referred documents or any other related services at my/our own cost
- 11. FRONTLINE CAPITAL SERVICES LTD. will not ( and shall not be under any obligation to ) assist me/us in operating, installing and / or maintaining any such communication equipment/infrastructure or obtaining any permits, clearances etc for establishing connectivity or linkages to the website(s) of the participant.
- 12. FRONTLINE CAPITAL SERVICES LTD.'s own records of the transactions/holdings/bills etc. mentioned through computer systems or otherwise shall be accepted as conclusive and binding on me/us for all purposes.
- 13. I/we understand and agree that the initial password sent by FRONTLINE CAPITAL SERVICES LTD. of DP back office should only be used for the first login. I/we agree to immediately reset my/our password(s) upon the first login. I/we understand and agree that if I/we do not change the password(s) after the first login, I/we shall keep the FRONTLINE CAPITAL SERVICES LTD. and/or any of it's employees, directors, agents, associates indemnified against any loss suffered by them and also not hold them responsible for any loss suffered by me/us on this account.
- 14. I/we understand and agree that the records of the FRONTLINE CAPITAL SERVICES LTD. with respect to delivery of above referred documents shall be conclusive evidence of any such documents delivered.
- 15. FRONTLINE CAPITAL SERVICES LTD. and I/we shall have the right to terminate such service provided a written notice is given at least 10 days in advance to the other party.
- 16. I/We shall approach FRONTLINE CAPITAL SERVICES LTD. within 24 hours from the delivery/display of the above data/documents etc. intimating any inability to access or download of the above data, document, data etc. failing which it shall be deemed to be the due delivery and acceptance of the data, document, data etc. sent to me/us via electronic mail/displayed by FRONTLINE CAPITAL SERVICES LTD./on the website of Frontline Capital Services Ltd. In all cases, FRONTLINE CAPITAL SERVICES LTD. reserves the right to determine the validity of my/our objection to the transaction.

Thanking You Yours truly,		
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Signature of Sole/First Holder	Signature of Second Holder	Signature of Third Holder

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# Frontline Capital Services Ltd.

Depository Participant: NSDL • SEBI Regn. No.: IN-DP-NSDL-56-98 • DP ID: IN 300564 Regd. Office: M-6, M-Block Market, 2nd Floor, Greater Kailash-II, New Delhi-110048

Corporate Office: B-22, Sector-4, Noida-201301

#### Schedule of DP Charges w.e.f. 1st Sep. 2019

S.No.	Details of Services		Charges	
I.	Statutory Charges		Nil	
2.	Annual Maintenance Charges	Individual	Corporate	
	Every year ended 31st March of Part thereof Holding Value	Amount (Rs.)	Amount (Rs.)	
	Up to 25 Lac	500 P. A.	1500 P. A.	
	>25 Lac to 50 Lac	750 P. A.	1500 P. A.	
	>50 Lac to 100 Lac	1000 P. A.	1500 P. A.	
	>100 Lac to 5 Crore	2500 P. A.	2500 P. A.	
	>5 Crore to 25 Crore	5000 P. A.	5000 P. A.	
	>25 Crore to 100 Crore	10000 P. A.	10000 P. A.	
	>100 Crore to 1000 Crore	25000 P. A.	25000 P. A.	
	1000 Crore and above	50000 P. A.	50000 P. A. + Rs. 25 per Crore above 1000 Crore	
3.	POA Holders Market Sale (per entry)	0.01% of the value of transaction (Min. Rs. 25/-)		
4.	Non POA Holders Market Sale (per entry)	0.01% of the value of transaction (Min. Rs. 60/-)		
5.	Off Market Transactions Delivery (per entry)	0.02% of the value of transaction (Min. Rs. 60/-)		
6.	Pledge (Creation/confirmation) (per entry)	0.02% of the value of transaction (Min. Rs. 100/-)		
7.	Pledge (Closure/invocation) (per entry)	0.02% of the value of transaction (Min. Rs. 50/-)		
8.	Dematerialisation	Rs. 100/- per cert	Rs. 100/- per certificate +Rs. 200/- per Demat Request	
9.	Rematerialisation	Rs. 60/- per certificate +Rs. 200/- per Request + NSDL Actual Charges		
10.	Delivery Instruction Book		Rs. 100/-	
H.	Late receipt of Instruction Slips		Rs. 100/-	
12.	KYC Registration Charges (KRA/CKYC)	Rs. 50/- for Individual, Rs. 100/- for Non-Individual		

#### Note:

- a. Value of Holding will be taken at 31st March of preceding year.
- b. All charges referred above are subject to higher of actual or Rs. 500/-per financial year.
- c. All charges are subject to change at the sole discretion of Frontline Capital Services Ltd with prior notice of 30 days.
- d. In case of account closure, the annual charges will be refunded as per NSDL guidelines.
- $e. \quad \text{Non-execution of delivery instruction due to any problem/error-courier charges Rs. 100/-per communication/dispatch.} \\$
- f. Modification in Client Master Rs. 50/- per instruction.
- g. Charges of Delivery instruction accepted at client's sole risk on or within 24 hours of execution.
- h. Non-periodic statement and other communication shall be charged @ Rs.20/- per page and postage charges @ Rs 50/- per mail.
- i. In Case of Demat Slip rejected, the rejection postage shall be charged @ Rs.100/- per Demat rejection.
- j. The Depositary Services are liable to discontinuation or closure of account if DP is unable to recover the charges from the client for any reason whatsoever, as per the Point 17 of DP Rights & Obligations Documents. There will be charge of Rs. 1000/- for resumption of services in such cases.
- k. GST and other Government levies extra as applicable for time to time.

#### Schedule of Trading Account Brokerage Charges w.e.f. 1st May 2016

Segment	Brokerage Charges
Equity Delivery	0.35%
Equity Intraday	0.03%
Equity Future	0.03%
Index Options	Rs. 50/- Per Lot
Stock Options	Rs. 80/- Per Lot
Additional Charges - Equity Segment	0.02% on Turnover
Additional Charges - F&O Segment	0.005% on Turnover
Other Statutory Charges	As Actual





#### FOR OFFICE USE ONLY

	Name	Employee Code	Signature
Punched by			
Verified by			
Rejected by			



# Frontline Capital Services Ltd.

CIN: U74899DL1995PLC064125

#### **MEMBER**

NSE (Capital, F&O and Currency Derivative Segment)
SEBI Regn. No.: INB 230792430, INF 230792430
BSE (Capital and F&O Segment), SEBI Regn. No.: INB 010792431, INF 010792431
Depository Participant: NSDL (DP ID - IN 300564), SEBI Regn. No.: IN-DP-NSDL-56-98

Regd. Office: M-6, M-Block Market, 2nd Floor, Greater Kailash-II, New Delhi-110048

E-mail: fcsl@fcslindia.com, Website: www.fcslindia.com Investor Grievances E-mail: Grievances@fcslindia.com

