

# CLIENT REGISTRATION FORM

Form No.



- INDIVIDUAL
- PROPRIETORSHIP FIRM
- NRI
- CORPORATE
- PARTNERSHIP FIRM



## SERVE


Share and Stock Broker Pvt. Ltd.

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

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

## PLEASE READ THE INSTRUCTIONS BEFORE FILLING THE FORM

### INSTRUCTIONS FOR FILLING UP THIS FORM (PAN IS MANDATORY)

1. Please ensure that the form is properly filled up, and all documents required are duly enclosed & self attested.
2. Pin Code, E-mail ID & Phone No. is compulsory in the address detail.
3. Please fill all information in capital letters.
4. Original documents will be required for verification at the time of submission of the form.
5. Please affix full signatures at all places marked as .
6. Affix rubber stamp at all places where you have signed (in case of proprietorship or non-individual account).
7. Please initial wherever overwriting is done.

### DOCUMENTS REQUIRED

#### FOR INDIVIDUALS

##### Compulsory Documents to be Enclosed

- Two Photograph (Duly signed by the client)     Self Certified Photocopy of PAN Card  
 Proof of DEMAT Account

##### Proof of Identity (any one of the following)

- PAN with Photograph     Passport     Voter ID Card     Driving License

##### Proof of Address (any one of the following)

- Passport     Voter ID Card     Driving License     Ration Card     Telephone Bill (not more than 2 months old) only MTNL/BSNL  
 Electricity Bill (not more than 2 months old)     Bank Passbook Copy with Current Transaction Statement (**not more than 3 months old**)  
 Original Bank statement valid for 6 months

##### Proof of Bank (any one of the following)

- Copy of Bank Statement/Passbook (with entries not older than 3 months)     A cancelled cheque leaf (Client name should be print on cheque)  
**(Client Details should be print on submitted bank passbook, If client details not print on proof than client shall submit attest documents by banker)**

#### Additional Documents for Trading in Derivative Segment

- a. Copy of ITR Acknowledgement
  - b. Copy of Annual Accounts.
  - c. Net-worth Certificate
- Bank account statement for last six months. - Copy of DMAT holding statement - In case of Salaried persons Latest Salary Slip and Form 16 copy  
- Any other relevant documents substantiating ownership of assets. - Self declaration along with relevant supporting.

#### FOR MINOR

Same as individual and the following

1. Birth Certificate of Minor.
2. All Proof of Guardian.

#### FOR PROPRIETORSHIP FIRM

Same as individual and the following

1. Address & Bank proof should be in the name of firm.

#### FOR CORPORATES

1. Copy of PAN Card of the company
2. Copy of PAN Card / Passport / Voter ID / Driving License and Proof of Bank alongwith Annexure-A of directors / authorized signatories
3. Proof of the Demat account.
4. Verification / attestation of signature of the directors by the bank
5. Copies of the balance sheet for the last 2 financial years (Copies of annual balance sheet to be submitted every year)
6. Copies of the Memorandum & Articles of Association
7. Photographs of whole time directors, individual promoters holding 5% or more, either directly or indirectly, in the shareholding of the company and or persons authorized to deal in securities on behalf of the company.
8. Copy of latest shareholding pattern including list of all those holding more than 1% in the share capital of the company, duly certified by the Company Secretary/Whole Time Director/M.D. (Copy of updated shareholding pattern to be submitted every year)
9. Copy of the Resolution of Board of Directors approving participation in equity / derivatives trading and authorized persons for dealing in securities.
10. List of Directors with specimen signature.
11. Copy of Form 18 & Form 32 (if required) .

#### FOR PARTNERSHIP FIRM

1. Certified true copy of partnership deed
2. Copy of PAN Card of partnership firm
3. Copy of PAN Card / Passport / Voter ID / Driving License and Bank proof alongwith Annexure-A of all partners
4. Proof of the Demat account
5. Copy of last income tax return filed
6. Verification, attestation of the Signatures of Partners by bank
7. Copies of Balance Sheet for last 2 financial years (Copies of annual balance sheet to be submitted every year)

#### FOR HUF

1. Copy of PAN Card (Mandatory) of HUF
2. Co-Parceners details of Karta
3. One Identity Proof should be submitted with all required documents.
4. Bank proof should be in HUF category.
5. Individual PAN, Address & Bank Details of Karta.

#### FOR NRI ACCOUNT

1. Copy of RBI Approval Letter (Primary Banks are also allowed)
2. Copy of Passport
3. Indian & Foreign address of client along with the proof.
4. Power of Attorney Letter to whom power is given for signature & trading on behalf of him (Certified true copy)
5. Personal details of Authorised person to whom the power of attorney is given for signature & trading on behalf of him.
6. Letter obtained from client for getting unique client code from BSE in case of Derivative trading.

# INDEX

**DECLARATION PURSUANT TO BOMBAY STOCK EXCHANGE LIMITED CIRCULAR  
BEARING REFERENCE NO. 20060704-6 DATED 4th JULY, 2006 READ WITH  
SEBI CIRCULAR BEARING REFERENCE NUMBER MIRSD/SE/Cir-19/2009 DATED 3rd DECEMBER, 2009**

## **PART - I MANDATORY DOCUMENTS**

<b>S.No.</b>	<b>Document Description</b>	<b>Page No.</b>
1.	Know Your Client (KYC) Form - Individual & Non-Individual	1-6
2.	Declaration by HUF	7
3.	Disclosure Information / Brokerage Structure	8
4.	Member Client Agreement - BSE	9-11
5.	Risk Disclosure Documents - BSE	12-15
6.	Investor's Rights and Obligation - Annexure - 1 (BSE)	16-17
7.	Company Policy & Procedure	18-20

## **PART - II NON-MANDATORY DOCUMENTS**

<b>S.No.</b>	<b>Document Description</b>	<b>Page No.</b>
1.	Internet Trading Letter	21
2.	Supplementary Member Client Agreement - For Internet Trading (BSE)	22-27
3.	Standing Instructions	28-29
4.	Letter of Authority	30-31
5.	Digital Confirmation / Ledger Statements	32
6.	Running Account Aurohotisation	33
7.	Lien & Set-Off	34
8.	Declaration to be given by Partners	35
9.	Format of Board Resolution in case of Corporates	36
10.	Undertaking to be given by Karta and All Co-Parceners in case of Trading Account of HUF	37-38
11.	Matter to be printed on Non-Judical Stamp Paper - BSE	38

I/We have fully understood the distinction and details regarding the Non-Mandatory/Voluntary/Special Facility and do hereby enter and sign the same and agree not to call into question the validity, enforceability and applicability to any voluntary / optional agreement(s)/document(s) or clauses within any voluntary/optional agreement(s) / document(s) under any circumstances what so ever.

① 

FULL SIGNATURE OF THE CLIENT

**In-Person Verification**

**VServe Share and Stock Broker Pvt. Ltd.**

Name of Employee.....

Designation.....Signature.....

Date.....Place.....

To,

**VServe Share and Stock Broker Pvt. Ltd.**

Regd. Office : 701, Rohit House, 3 Tolstoy Marg,  
New Delhi-110001

Dear Sir,

I/We hereby acknowledge the receipt of duly executed copy of KYC, MCA, RDD and all other documents as executed by me/us. I acknowledge that the other details related my account are as under :

Trading Code.....

UCC.....

My Email Id.....



\_\_\_\_\_  
(Signature of Client)

**VServe Share and Stock Broker Pvt. Ltd.**

Member : Bombay Stock Exchange Ltd.

(Capital Market and F&amp;O Segment)

SEBI Regn. No. : INB 011416832, INF 011416832

Membership No.: 6262

Regd. Office : 701, Rohit House, 3 Tolstoy Marg,

New Delhi-110001

Ph.: 011-47377000, Trading : 011-47377077, Back Office : 011-47377012

Fax : 011-41521148, E-mail : vpmittal@hotmail.com

Please affix  
your recent  
photograph  
& sign across

Type

Dear Sir/Madam,

I/We request you to register me/us as your client and enable me/us to trade in the Cash & Derivatives Segment of the Bombay Stock Exchange Ltd. pursuant to the agreement entered into with you. I/We read the Rules, Bye-laws and Regulations of the derivatives segment as well as cash segment of the above Exchange and agree to abide by them. I/We give the following information.

**Account :**  Individual  Proprietorship  HUF  Partnership Firm  Body Corporate  
 Trust  Minor  NBFC  FII  FI  NRI-Repatriable  NRI-Non Repatriable  
 Others, please specify \_\_\_\_\_

**Residential Status :**  Indian  NRI  Others, please specify \_\_\_\_\_

Client's Personal Details

Name Mr. / Mrs. / Ms. : \_\_\_\_\_

Date of Birth / Incorporation : \_\_\_\_\_ Sex :  Male  Female Marital Status :  Married  Unmarried

Date of Commencement of Business : \_\_\_\_\_ Nature of Business : \_\_\_\_\_

Registration No. \_\_\_\_\_ (with ROC, SEBI or any government authority)

Father's / Husband's Name : \_\_\_\_\_

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

\_\_\_\_\_ City/VPO/Town : \_\_\_\_\_

Pin : \_\_\_\_\_ State : \_\_\_\_\_ Country : \_\_\_\_\_

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

\_\_\_\_\_ City/VPO/Town : \_\_\_\_\_

Pin : \_\_\_\_\_ State : \_\_\_\_\_ Country : \_\_\_\_\_

Phone(with STD Code) : \_\_\_\_\_ Mobile : \_\_\_\_\_

ALTERNATIVE EMERGENCY TEL. NO. : \_\_\_\_\_ ALTERNATIVE MOBILE NO. \_\_\_\_\_

PAN NO. : \_\_\_\_\_ IT CIRCLE/WARD \_\_\_\_\_ MAPIN ID : \_\_\_\_\_

E-mail ID : \_\_\_\_\_ Fax : \_\_\_\_\_

EDUCATIONAL QUALIFICATION :  Graduate  Post Graduate  Professional  Others (Pl. Specify) \_\_\_\_\_**Names of Promoters / Partners / Karta and residential address :**

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_



**MANDATORY**

**Name, Designation and Address of Persons authorized to deal in Securities / Derivatives on behalf of the company / firm / others and their residential address :**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

**Details of any action taken by SEBI/Stock Exchange/any other authority against the constituent of its partners / promoters / whole time directors / authorized persons in charge of dealing in equities / F&O for violation of laws / other economic offences.**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Occupation Details**

**Occupation :**  Employed  Self Employed  Business  Professional  House Wife  Others (Pl. Specify \_\_\_\_\_)

IF EMPLOYED / SELF EMPLOYED/BUSINESS/PROFESSIONAL/OTHERS

Name of Employer/Establishment \_\_\_\_\_

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

\_\_\_\_\_ City/VPO/Town : \_\_\_\_\_

Pin : \_\_\_\_\_ State : \_\_\_\_\_ Country : \_\_\_\_\_

Phone(with STD Code) : \_\_\_\_\_ Mobile : \_\_\_\_\_

Fax : \_\_\_\_\_ E-mail : \_\_\_\_\_

**Bank Account Details (Through which transactions will be routed)**

**NOTE : Mention Firm's Bank Account details in case of Proprietorship Firm / HUF's Bank Account Details in case of HUF Respectively.**

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

Account No. : \_\_\_\_\_ Branch : \_\_\_\_\_

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

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

ATGS / IFCS Code No.: \_\_\_\_\_

9-Digit Code Number of the Bank and Branch appearing on the MICR Cheque issued by the Bank : \_\_\_\_\_

Account Type :  Savings  Current  NRE/NRO  OTHERS (Pl. specify \_\_\_\_\_)

(Copy of a cancelled cheque and a copy of the passbook / bank statement / bank verification containing name of the constituent should be submitted)

**Income Details**

Year ( )	Year ( )	Year ( )
<input type="checkbox"/> Upto Rs. 1,00,000/-	<input type="checkbox"/> Upto Rs. 1,00,000/-	<input type="checkbox"/> Upto Rs. 1,00,000/-
<input type="checkbox"/> Rs. 1,00,001/- to Rs. 5,00,000/-	<input type="checkbox"/> Rs. 1,00,001/- to Rs. 5,00,000/-	<input type="checkbox"/> Rs. 1,00,001/- to Rs. 5,00,000/-
<input type="checkbox"/> Above Rs. 5,00,000/-	<input type="checkbox"/> Above Rs. 5,00,000/-	<input type="checkbox"/> Above Rs. 5,00,000/-

**Investment Experience**

\_\_\_\_\_ Years in dealing securities \_\_\_\_\_ Years in derivatives \_\_\_\_\_ Years in any other investment related field

**Primary Purpose of Derivative Trading**  Hedging  Arbitrage  Speculative

Rs. \_\_\_\_\_ Lacs

**MANDATORY**

Other Brokers / Sub Broker's Details

Whether registered with any other broker / sub-broker in India  Yes  No  
 If Yes, Name of the broker \_\_\_\_\_  
 Name of the exchange \_\_\_\_\_  
 Client Code No. \_\_\_\_\_  
 Details of Sub-Broker \_\_\_\_\_  
 Name of Sub-Broker \_\_\_\_\_  
 Broker's / Sub-Broker's Address \_\_\_\_\_  
 Broker's / Sub-Broker's Phone No. \_\_\_\_\_  
 Details of any taken by SEBI/Stock Exchange / any authority for violation of securities law / other economic offence (including action) taken against relatives / associates \_\_\_\_\_

Introducer Details

Introduced by :  Another Client  Employee  Others (Pl. Specify \_\_\_\_\_)  
 Name of Introducer : \_\_\_\_\_  
 Beneficiary ID of the introducer : \_\_\_\_\_  
 Correspondence Address : \_\_\_\_\_  
 \_\_\_\_\_ City/VPO/Town : \_\_\_\_\_  
 Pin : \_\_\_\_\_ State : \_\_\_\_\_ Country : \_\_\_\_\_  
 Phone(with STD Code) : \_\_\_\_\_ Mobile : \_\_\_\_\_  
 PAN NO. : \_\_\_\_\_ MAPIN ID : \_\_\_\_\_ Fax : \_\_\_\_\_  
 E-mail ID : \_\_\_\_\_  
 Signature of the Introducer :

Depository Account Details

1. Type of Depository :  CDSL  NSDL  
 Name of Depository : \_\_\_\_\_  
 Beneficiary Name : \_\_\_\_\_  
 DP ID : \_\_\_\_\_ Beneficiary ID : \_\_\_\_\_  
 2. Type of Depository :  CDSL  NSDL  
 Name of Depository : \_\_\_\_\_  
 Beneficiary Name : \_\_\_\_\_  
 DP ID : \_\_\_\_\_ Beneficiary ID : \_\_\_\_\_

For NRI Details

Please tick if you are a  NRO  NRE  NRI REPATRIABLE  NRI NON-REPATRIABLE  
 RBI Reference No. : \_\_\_\_\_ RBI Approval Date : \_\_\_\_\_  
 Foreign Address : \_\_\_\_\_  
 \_\_\_\_\_ City/VPO/Town : \_\_\_\_\_ Pin : \_\_\_\_\_  
 State : \_\_\_\_\_ Country : \_\_\_\_\_  
 Documents Furnished :  Copy of Passport / Visa (MANDATORY)  Proof of Foreign Address Currency : \_\_\_\_\_

Guardian/Authorised Representative Details  
(In Case of Minor / Power of Attorney)

Name of Guardian Mr./Mrs. \_\_\_\_\_  
 Occupation \_\_\_\_\_  
 Relationship (if any) \_\_\_\_\_  
 Correspondence Address \_\_\_\_\_  
 \_\_\_\_\_ City/VPO/Town : \_\_\_\_\_  
 Pin : \_\_\_\_\_ State : \_\_\_\_\_ Country : \_\_\_\_\_  
 Phone(with STD Code) : \_\_\_\_\_ Mobile : \_\_\_\_\_  
 PAN NO. : \_\_\_\_\_ MAPIN ID : \_\_\_\_\_ Fax : \_\_\_\_\_  
 E-mail ID : \_\_\_\_\_

Photograph of  
the Guardian  
with Signature of  
the Guardian Across  
the Photograph



**MANDATORY**

Identity & Address Proof Details

PARTICULARS	NUMBER	DATE OF ISSUE	DATE OF EXPIRY	PLACE OF ISSUE
PAN CARD	_____	_____	_____	_____
PASSPORT	_____	_____	_____	_____
DRIVING LICENSE	_____	_____	_____	_____
RATION CARD	_____	_____	_____	_____
VOTER ID CARD	_____	_____	_____	_____
IT CIRCLE/WARD DISTRICT	_____	_____	_____	_____

Trading Preference

Stock Exchange on which you wish to trade : (Please tick in the relevant boxe)

BSE (Please sign.....)

Market Segment on which you wish to trade : (Please tick in the relevant boxes)

Cash Market  
(Please sign.....)

Derivative Market  
(Please sign.....)

BOTH  
(Please sign.....)

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

⑦ 

Declaration

I hereby declare that all the information and particulars given by me in this application are true to the best of my knowledge and belief. I agree to immediately inform you in writing if there is any change in any of the information given in this application. I also declare and agree that if any of the above statements is found to be incorrect or false or any information or particulars have been suppressed or omitted there from, **I am liable to be debarred from doing business both in the Cash and F&O Segment of the Exchange.** I also agree to furnish such further information as you or the Exchanges may require from me and I agree that if I fail to give such information, you shall have the right to cancel my registration and the exchanges shall have the right to debar me from doing business both in the Cash and F&O Segment of the Exchange.

Name of the Client

Signature of the Client

\_\_\_\_\_  
\_\_\_\_\_



Place : \_\_\_\_\_ Date : \_\_\_\_\_ Reference No. : \_\_\_\_\_



**MANDATORY****ANNEXURE -A**

(Information about Directors/Partners/Karta/Key Managerial Personal in case of Company / Firm / HUF)

**VServe Share and Stock Broker Pvt. Ltd.**

Member : Bombay Stock Exchange Ltd.  
 (Capital Market and F&O Segment)  
 SEBI Regn. No. : INB 011416832, INF 011416832  
 Membership No.: 6262

Regd. Office : 701, Rohit House, 3 Tolstoy Marg,  
 New Delhi-110001

Affix Your  
 Photo  
 here and sign  
 on photograph



Name Mr. / Mrs. / Ms. : \_\_\_\_\_

Father's / Husband's Name : \_\_\_\_\_

Date of Birth : \_\_\_\_\_ Sex :  Male  Female Marital Status :  Married  Unmarried

Designation \_\_\_\_\_

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

\_\_\_\_\_ City/VPO/Town : \_\_\_\_\_

Pin : \_\_\_\_\_ State : \_\_\_\_\_ Country : \_\_\_\_\_

Phone(with STD Code) : \_\_\_\_\_ Mobile : \_\_\_\_\_

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

\_\_\_\_\_ City/VPO/Town : \_\_\_\_\_

Pin : \_\_\_\_\_ State : \_\_\_\_\_ Country : \_\_\_\_\_

Phone(with STD Code) : \_\_\_\_\_ Mobile : \_\_\_\_\_

Qualification \_\_\_\_\_

Experience \_\_\_\_\_

Equity Stake in Company \_\_\_\_\_

Income Tax (PAN/GIR No.) \_\_\_\_\_ MAPIN No. \_\_\_\_\_

**BANK DETAILS**

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

Account No. : \_\_\_\_\_ Branch : \_\_\_\_\_

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

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

9-Digit Code Number of the Bank and Branch appearing on the MICR Cheque issued by the Bank : \_\_\_\_\_

IFSC Code No. \_\_\_\_\_

Account Type :  Savings  Current  NRE/NRO  OTHERS (Pl. Specify \_\_\_\_\_)

**ANY TWO OF THE FOLLOWING PROOF OF THE IDENTITY SHOULD BE SUBMITTED**

Passport No. \_\_\_\_\_ Place of Issue \_\_\_\_\_

Driving Licence No. \_\_\_\_\_ Place of Issue \_\_\_\_\_

Ration Card No. \_\_\_\_\_ Place of Issue \_\_\_\_\_

Voters ID Card No. \_\_\_\_\_ Place of Issue \_\_\_\_\_

Date \_\_\_\_\_

Place \_\_\_\_\_

Signature of Client



\*Affix a copy of cancelled cheque

Please submit a letter from the banker certifying account number and the period from which this account is in operation.

**MANDATORY****ANNEXURE -A**

(Information about Directors/Partners/Karta/Key Managerial Personal in case of Company / Firm / HUF)

**VServe Share and Stock Broker Pvt. Ltd.**

Member : Bombay Stock Exchange Ltd.  
 (Capital Market and F&O Segment)  
 SEBI Regn. No. : INB 011416832, INF 011416832  
 Membership No.: 6262

Regd. Office : 701, Rohit House, 3 Tolstoy Marg,  
 New Delhi-110001

Affix Your  
 Photo  
 here and sign  
 on photograph



Name Mr. / Mrs. / Ms. : \_\_\_\_\_

Father's / Husband's Name : \_\_\_\_\_

Date of Birth : \_\_\_\_\_ Sex :  Male  Female Marital Status :  Married  Unmarried

Designation \_\_\_\_\_

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

\_\_\_\_\_ City/VPO/Town : \_\_\_\_\_

Pin : \_\_\_\_\_ State : \_\_\_\_\_ Country : \_\_\_\_\_

Phone(with STD Code) : \_\_\_\_\_ Mobile : \_\_\_\_\_

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

\_\_\_\_\_ City/VPO/Town : \_\_\_\_\_

Pin : \_\_\_\_\_ State : \_\_\_\_\_ Country : \_\_\_\_\_

Phone(with STD Code) : \_\_\_\_\_ Mobile : \_\_\_\_\_

Qualification \_\_\_\_\_

Experience \_\_\_\_\_

Equity Stake in Company \_\_\_\_\_

Income Tax (PAN/GIR No.) \_\_\_\_\_ MAPIN No. \_\_\_\_\_

**BANK DETAILS**

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

Account No. : \_\_\_\_\_ Branch : \_\_\_\_\_

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

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

9-Digit Code Number of the Bank and Branch appearing on the MICR Cheque issued by the Bank : \_\_\_\_\_

IFSC Code No. \_\_\_\_\_

Account Type :  Savings  Current  NRE/NRO  OTHERS (Pl. Specify \_\_\_\_\_)

**ANY TWO OF THE FOLLOWING PROOF OF THE IDENTITY SHOULD BE SUBMITTED**

Passport No. \_\_\_\_\_ Place of Issue \_\_\_\_\_

Driving Licence No. \_\_\_\_\_ Place of Issue \_\_\_\_\_

Ration Card No. \_\_\_\_\_ Place of Issue \_\_\_\_\_

Voters ID Card No. \_\_\_\_\_ Place of Issue \_\_\_\_\_

Date \_\_\_\_\_

Place \_\_\_\_\_

Signature of Client



\*Affix a copy of cancelled cheque

Please submit a letter from the banker certifying account number and the period from which this account is in operation.

**DECLARATION BY HUF**

**Please fill in for a HUF**

As our HUF firm wishes to open an account with you BSE in the said name \_\_\_\_\_ we beg to say that the first signatory to this letter, i.e., \_\_\_\_\_ is the Karta of the Joint Family and other signatories are the adult co-parceners of the said family.

We further confirm that the business of the said joint family is carried on mainly by the said Karta as also by the other signatories hereto in the interest and for the benefit of the entire body of co-parceners of the joint family. We all undertake that claims due to the BSE from the said family shall be recoverable personally from all or any of us and also for the entire family properties of which the first signatory is the Karta, including the share of minor co-parceners.

In view of the fact that ours is not a firm governed by the Indian Partnership Act of 1952, we have not got our said firm registered under the said Act.

We hereby undertake to inform the BSE of the death or birth of a co-parcener of any change occurring at any time in the membership of our joint family during the currency of the account.

⑬  \_\_\_\_\_  
**Name & signature of Karta**

**Name & Signature of Adult Co-parceners (Use Annexure for additional Members)**

- 1. \_\_\_\_\_ ⊗ \_\_\_\_\_
- 2. \_\_\_\_\_ ⊗ \_\_\_\_\_
- 3. \_\_\_\_\_ ⊗ \_\_\_\_\_
- 4. \_\_\_\_\_ ⊗ \_\_\_\_\_

**Name & Date of Birth of Minor-Co-parceners**

- 1. \_\_\_\_\_ ⊗ \_\_\_\_\_
- 2. \_\_\_\_\_ ⊗ \_\_\_\_\_
- 3. \_\_\_\_\_ ⊗ \_\_\_\_\_
- 4. \_\_\_\_\_ ⊗ \_\_\_\_\_

To,.....

Sir,

This is to inform you that we do client based trading and Pro-account trading.

Thanks and best regards.

**VServe Share and Stock Broker Pvt. Ltd.**

(Authorised Signatory)

I acknowledge receipt of your information that you do client based trading and Pro account trading.

Client Name.....

Signature of Client .....

**BROKERAGE STRUCTURE**

**Capital Market Segment**


Trading Account		%	Minimum Paisa
1. Square off same day	<input type="checkbox"/> Each Side	<input type="text"/>	<input type="text"/>
	<input type="checkbox"/> One Side		
2. Delivery		<input type="text"/>	<input type="text"/>
3. Trade to Trade		<input type="text"/>	<input type="text"/>
4. Flat Brokerage	Per Trade (In Rs.)	Order Value in Multiples	
		(In Rs.)	
Intraday	<input type="text"/>	<input type="text"/>	
Delivery	<input type="text"/>	<input type="text"/>	

**F&O Segment**

Trading Account		Future %	Min.
1. Brokerage	<input type="checkbox"/> Each Side <input type="checkbox"/> One Side	<input type="text"/>	<input type="text"/>
		Option %	Min.
Flat Brokerage	Per Trade (In Rs.)	Order Value in Multiples	
		(In Rs.)	
F&O	<input type="text"/>	<input type="text"/>	

Note : In case of Physical Contract note are being dispatched to client, a difference of Rs. 25/- per in total brokerage booked on a particular date would be charged toward minimum processing fee.

Signature of Client



This Agreement is made and executed at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_, between M/s. **VServe Share and Stock Broker Pvt. Ltd.** a body corporate, incorporated under the provisions of the Companies Act, 1956, being a member of the Bombay Stock Exchange Ltd. (hereinafter called "the Exchange"), and having its Registered office at **701, Rohit House, 3 Tolstoy Marg, New Delhi-110001** (hereinafter called "the stock broker") which expression shall, unless repugnant to the context or meaning thereof, be deemed to mean and include itself in the capacity of a trading member while trading in the cash segment and derivatives segment, it/his/her heirs, executors, administrators and legal representatives/the partners for the time being of the said firm, the survivor or survivors of them and their respective heirs, executors, administrators and legal representatives/its successors, as the case may be, of the One Part

**AND**

Mr./Ms./M/s. \_\_\_\_\_, an individual/a sole proprietary concern/a partnership firm/ a body corporate, registered/ incorporated, under the provisions of the Indian Partnership Act, 1932 / the Companies Act, 1956, having its/his/her residence / registered office at \_\_\_\_\_

\_\_\_\_\_ (hereinafter called "the client") which expression shall, unless repugnant to the context or meaning thereof, deemed to mean and include his/her heirs, executors, administrators and legal representatives/the partners for the time being of the said firm, the survivor or survivors of them and their respective heirs, executors, administrators and legal representatives/its successors, as the case may be, of the Other Part;

Whereas the stock broker is registered as the stock broker of the Exchange with SEBI registration number **INB 011416832** in the Capital Market/ Cash Segment and SEBI registration number **INF 011416832** in the Futures and Options Segment.

Whereas the client is desirous of investing/trading in those securities/ contracts/other instruments admitted to dealings on the Exchange as defined in the Rules, Byelaws and Regulations of the Exchange and circulars issued thereunder from time to time.

Whereas the client has satisfied itself of the capacity of the stock broker to deal in securities and/or deal in derivatives contracts and wishes to execute its orders through the stock broker and the client shall from time to time continue to satisfy itself of such capability of the stock broker before executing orders through the stock broker.

Whereas the stock broker has satisfied and shall continuously satisfy itself about the genuineness and financial soundness of the client and investment objectives relevant to the services to be provided; and

Whereas the stock broker has taken steps and shall take steps to make the client aware of the precise nature of the Stock broker's liability for business to be conducted, including any limitations, the liability and the capacity in which the stock broker acts.

WHEREAS the stock broker and the client agree to be bound by all the Rules, Byelaws and Regulations of the Exchange and circulars issued there under and Rules and Regulations of SEBI and relevant notifications of Government authorities as may be in force from time to time.

Now, therefore, in consideration of the mutual understanding as set forth in this agreement, the parties thereto have agreed to the following terms and conditions:

1. The client agrees to immediately notify the stock broker in writing if there is any change in the information in the 'client registration form' provided by the client to the stock broker at the time of opening of the account or at any time thereafter.
2. The stock broker declares that it has brought the contents of the risk disclosure document to the notice of client and made him aware of the significance of the said document. The client agrees that:
  - a. He has read and understood the risks involved in trading on a stock exchange.
  - b. He shall be wholly responsible for all his investment decisions and trades.
  - c. The failure of the client to understand the risk involved shall not render a contract as void or voidable and the client shall be and shall continue to be responsible for all the risks and consequences for entering into trades in the segments in which the client chose to trade.
  - d. He is liable to pay applicable initial margins, withholding margins, special margins or such other margins as are considered necessary by the stock broker or the Exchange or as may be directed by SEBI from time to time as applicable to the segment(s) in which the client trades. The stock broker is permitted in its sole and absolute discretion to collect additional margins (even though not required by the Exchange, Clearing House/Clearing Corporation or SEBI) and client shall be obliged to pay such margins within the stipulated time

## MANDATORY

- e. Payment of margins by the client does not necessarily imply complete satisfaction of all dues. In spite of consistently having paid margins, the client may, on the closing of its trade, be obliged to pay (or entitled to receive) such further sums as the contract may dictate/require.
3. The Client agrees to pay to the stock broker brokerage and statutory levies as are prevailing from time to time and as they apply to the Client's account, transactions and to the services that stock broker renders to the Client. The stock broker agrees that it shall not charge brokerage more than the maximum brokerage permissible as per the rules, regulations and bye-laws of the relevant stock exchange/SEBI.
4. The client agrees to abide by the exposure limits, if any, set by the stock broker or by the Exchange or Clearing Corporation or SEBI from time to time.
5. Without prejudice to the stock broker's other rights (including the right to refer a matter to arbitration), the stock broker shall be entitled to liquidate/close out all or any of the client's positions for non-payment of margins or other amounts, outstanding debts, etc. and adjust the proceeds of such liquidation / close out, if any, against the client's liabilities/ obligations. Any and all losses and financial charges on account of such liquidation/closing-out shall be charged to and borne by the client.
6. The stock broker agrees that the money/ securities deposited by the client shall be kept in a separate account, distinct from his/its own account or account of any other client and shall not be used by the stock broker for himself/itself or for any other client or for any purpose other than the purposes mentioned in SEBI Rules and Regulations /circulars/ guidelines/Exchanges Rules/ Regulations/Bye-laws and circulars.
7. The client agrees to immediately furnish information to the stock broker in writing, if any winding up petition or insolvency petition has been filed or any winding up or insolvency order or decree or award is passed against him or if any litigation which may have material bearing on his capacity has been filed against him.
8. The stock broker agrees to inform the client and keep him apprised about trading/settlement cycles, delivery/payment schedules, any changes therein from time to time, and it shall be the responsibility in turn of the client to comply with such schedules/procedures of the relevant stock exchange.
9. In the event of death or insolvency of the client or his/its otherwise becoming incapable of receiving and paying for or delivering or transferring securities which the client has ordered to be bought or sold, stock broker may close out the transaction of the client and claim losses, if any, against the estate of the client. The client or his successors, heirs and assigns shall be entitled to any surplus which may result there from.
10. The stock broker agrees that it shall co-operate in redressing grievances of the client in respect of transactions routed through it and in removing objections for bad delivery of shares, rectification of bad delivery, etc. in respect of shares and securities delivered/to be delivered or received/to be received by the client.
11. The stock broker shall continue to be responsible for replacing bad deliveries of the client in accordance with applicable "Good & bad delivery norms" even after termination of the agreement and shall be entitled to recover any loss incurred by him in such connection from the client.
12. The stock broker shall ensure due protection to the client regarding client's rights to dividends, rights or bonus shares etc. in respect of transactions routed through it and it shall not do anything which is likely to harm the interest of the client with whom and for whom it may have had transactions in securities.
13. The client and the stock broker agree to refer any claims and/or disputes to arbitration as per the Rules, Byelaws and Regulations of the Exchange and circulars issued thereunder as may be in force from time to time.
14. The stock broker hereby agree that he shall ensure faster settlement of any arbitration proceedings arising out of the transactions entered into between him and the client and that he shall be liable to implement the arbitration awards made in such proceedings.
15. Information about default in payment/delivery and related aspects by a client shall be brought to the notice of the relevant stock Exchange(s). In case where defaulting client is a corporate entity/partnership/proprietary firm or any other artificial legal entity, then the name(s) of director(s)/promoter(s) /Partner(s)/proprietor as the case may, shall also be communicated to the relevant stock exchange(s).
16. The stock broker and the client agree to reconcile their accounts at the end of each quarter with reference to all the settlements where payouts have been declared during the quarter.
17. The stock broker and the client agree to abide by any award passed by the Ombudsman under the SEBI (Ombudsman) Regulations, 2003.
18. The stock broker and the client declare and agree that the transactions executed on the Exchange are subject to Rules, Byelaws and Regulations and circulars issued thereunder of the Exchange and all parties to such trade shall have submitted to the jurisdiction of such court as may be specified by the Byelaws and Regulations of the Exchange for the purpose of giving effect to the provisions of the Rules, Byelaws and Regulations of the Exchange and the circulars issued thereunder.



**MANDATORY**

- 19. The instructions issued by an authorised representative, if any, of the client shall be binding on the client in accordance with the letter authorizing the said representative to deal on behalf of the said client.
- 20. Whereas the Exchange cancels trade(s) suo moto all such trades including the trade/s done on behalf of the client shall ipso facto stand cancelled.
- 21. This agreement shall forthwith terminate; if the stock broker for any reason ceases to be a stock broker of the stock exchange including cessation of membership by reason of the stock broker's default, death, resignation or expulsion or if the certificate issued by the Board is cancelled.
- 22. The stock broker and the client shall be entitled to terminate this agreement without giving any reasons to the other party, after giving notice in writing of not less than one month to the other parties. Notwithstanding any such termination, all rights, liabilities and obligations of the parties arising out of or in respect of transactions entered into prior to the termination of this agreement shall continue to subsist and vest in /be binding on the respective parties or his / its respective heirs, executors, administrators, legal representatives or successors, as the case may be.
- 23. In addition to the specific rights set out in this Agreement, the stock broker and the client shall be entitled to exercise any other rights which the stock broker or the client may have under the Rules, Bye-laws and Regulations of the Exchange and circulars issued thereunder or Rules and Regulations of SEBI.
- 24. Words and expressions which are used in this Agreement, but which are not defined herein shall, unless the context otherwise requires, have the same meaning as assigned thereto in the Rules, Byelaws and Regulations of the Exchange and circulars issued thereunder.
- 25. The provisions of this agreement shall always be subject to Government notifications, any rules, regulations, guidelines and circulars issued by SEBI and Rules, Regulations and Bye laws of the relevant stock exchange that may be in force from time to time.
- 26. The stock broker hereby undertakes to maintain the details of the client as mentioned in the client registration form or any other information pertaining to the client in confidence and that is shall not disclose the same to any person/authority except as required under any law/regulatory requirements; Provided however that the stock broker may so disclose information about its his client to any person or authority with the express permission of the client.  

This agreement can be altered, amended and / or modified by the parties mutually in writing without derogating from the contents of this agreement.

Provided however, if the rights and obligations of the parties hereto are altered by virtue of change in rules and regulations of SEBI or bye-laws, rules and regulations of the relevant stock exchange, such changes, shall be deemed to have been incorporated herein in modification of the rights and obligations of the parties mentioned in this agreement.

IN WITNESS THEREOF the parties to the Agreement have caused these presents to be executed as of the day and year first above written.

**Signed and Delivered by**

**For VServe Share and Stock Broker Pvt. Ltd.**

**Client**

Name .....

Name .....

Signature  .....

Signature .....

**Witness**

**Witness**

Name .....

Name .....

Address .....

Address .....

Signature .....

Signature .....

Place .....

Date 

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

This document is issued by the member of the Bombay Stock Exchange Ltd. (hereinafter referred to as "BSE") which has been formulated by the Exchanges in coordination with the Securities and Exchange Board of India (hereinafter referred to as "SEBI") and contains important information on trading in Equities and F&O Segments of BSE. All prospective constituents should read this document before trading on Capital Market/Cash Segment or F&O segment of the Exchanges. BSE/SEBI does neither singly or jointly and expressly nor impliedly guarantee nor make any representation concerning the completeness, the adequacy or accuracy of this disclosure document nor has BSE/SEBI endorsed or passed any merits of participating in the trading segments. This brief statement does not disclose all the risks and other significant aspects of trading. In the light of the risks involved, you should undertake transactions only if you understand the nature of the contractual relationship into which you are entering and the extent of your exposure to risk.

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

It must be clearly understood by you that your dealings on BSE through a member shall be subject to your fulfilling certain formalities set out by the member, which may inter alia include your filling the know your client form, client registration form, execution of an agreement, etc., and are subject to the Rules, Byelaws and Regulations of BSE and its Clearing Corporation, guidelines prescribed by SEBI and in force from time to time and Circulars as may be issued by BSE or its Clearing Corporation/Clearing House and in force from time to time.

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

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

### **1. BASIC RISKS INVOLVED IN TRADING ON THE STOCK EXCHANGE (EQUITY AND OTHER INSTRUMENTS)**

#### **1.1 Risk of Higher Volatility :**

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

#### **1.2. Risk of Lower Liquidity :**

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

1.2.1 Buying/selling without intention of giving and/or taking delivery of a security, as part of a day trading



strategy, may also result into losses, because in such a situation, stocks may have to be sold/purchased at a low/high prices, compared to the expected price levels, so as not to have any obligation to deliver/receive a security.

**1.3 Risk of Wider Spreads :**

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

**1.4 Risk-reducing orders:**

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

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

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

1.4.3 A stop loss order is generally placed "away" from the current price of a stock / contract, and such order gets activated if and when the stock / contract reaches, or trades through, the stop price. Sell stop orders are entered ordinarily below the current price, and buy stop orders are entered ordinarily above the current price. When the stock reaches the pre-determined price, or trades through such price, the stop loss order converts to a market/limit order and is executed at the limit or better. There is no assurance therefore that the limit order will be executable since a stock / contract might penetrate the pre-determined price, in which case, the risk of such order not getting executed arises, just as with a regular limit order.

**1.5 Risk of New Announcements :**

Issuers make news announcements that may impact the price of the securities / contracts. These announcements may occur during trading, and when combined with lower liquidity and higher volatility, may suddenly cause an unexpected positive or negative movement in the price of the security / contract.

**1.6 Risk of Rumours:**

Rumours about companies at times float in the market through word of mouth, newspapers, websites or news agencies, etc. The investors should be wary of and should desist from acting on rumours.

**1.7 System Risk:**

High volume trading will frequently occur at the market opening and before market close. Such high volumes may also occur at any point in the day. These may cause delays in order execution or confirmation.

1.7.1 During periods of volatility, on account of market participants continuously modifying their order quantity or prices or placing fresh orders, there may be delays in order execution and its confirmations.

1.7.2 Under certain market conditions, it may be difficult or impossible to liquidate a position in the market at a reasonable price or at all, when there are no outstanding orders either on the buy side or the sell side, or if trading is halted in a security due to any action on account of unusual trading activity or stock hitting circuit filters or for any other reason.

**1.8 System/Network Congestion:**

Trading on BSE is in electronic mode, based on satellite/leased line based communications, combination of technologies and computer systems to place and route orders. Thus, there exists a possibility of communication failure or system problems or slow or delayed response from system or trading halt, or any such other problem/glitch whereby not being able to establish access to the trading system/network, which may be beyond the control of and may result in delay in processing or not processing buy or sell orders either in part or in full. You are cautioned to note that although these problems may be temporary in nature, but when you have outstanding open positions or unexecuted order, these represent a risk because of your obligations to settle all executed transactions.

**2. As far as Futures and Options segment is concerned, please note and get yourself acquainted with the following additional features:-**

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

The amount of margin is small relative to the value of the derivatives contract so the transactions are 'leveraged' or 'geared'. Derivatives trading, which is conducted with a relatively small amount of margin, provides the possibility of great profit or loss in comparison with the principal investment amount. But transactions in derivatives carry a high degree of risk. You should therefore completely understand the following statements before actually trading in derivatives trading and also trade with caution while taking into account one's circumstances, financial resources, etc. If the prices move against you, you may lose a part of or whole margin equivalent to the principal investment amount in a relatively short period of time. Moreover, the loss may exceed the original margin amount.

- A. Futures trading involves daily settlement of all positions. Every day the open positions are marked to market based on the closing level of the index. If the index has moved against you, you will be required to deposit the amount of loss (notional) resulting from such movement. This margin will have to be paid within a stipulated time frame, generally before commencement of trading next day.
- B. If you fail to deposit the additional margin by the deadline or if an outstanding debt occurs in your account, the broker/member may liquidate a part of or the whole position or substitute securities. In this case, you will be liable for any losses incurred due to such close-outs.
- C. Under certain market conditions, an investor may find it difficult or impossible to execute transactions, For example, this situation can occur due to factors such as illiquidity i.e. when there are insufficient bids or offers or suspension of trading due to price limit or circuit breakers etc.
- D. In order to maintain market stability, the following steps may be adopted: changes in the margin rate, increases in the cash margin rate or others. These new measures may also be applied to the existing open interests. In such conditions, you will be required to put up additional margins or reduce your positions.

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

**2.2. Risk of Option holders**

1. An option holder runs the risk of losing the entire amount paid for the option in a relatively short period of time. This risk reflects the nature of an option as a wasting asset which becomes worthless when it expires. An option holder who neither sells his option in the secondary market nor exercises it prior to its expiration will necessarily lose his entire investment in the option. If the price of the underlying does not change in the anticipated direction before the option expires to an extent sufficient to cover the cost of the option, the investor may lose all or a significant part of his investment in the option.

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

**2.3 Risks of Option Writers**

1. If the price movement of the underlying is not in the anticipated direction, the option writer runs the risks of losing substantial amount.

2. The risk of being an option writer may be reduced by the purchase of other options on the same underlying interest and thereby assuming a spread position or by acquiring other types of hedging positions in the options markets or other markets. However, even where the writer has assumed a spread or other hedging position, the risks may still be significant. A spread position is not necessarily less risky than a simple 'long' or 'short' position.

3. Transactions that involve buying and writing multiple options in combination, or buying or writing options in combination with buying or selling short the underlying interests, present additional risks to investors. Combination transactions, such as option spreads, are more complex than buying or writing a single option. And it should be further noted that, as in any area of investing, a complexity not well understood is, in itself, a risk factor. While this is not to suggest that combination strategies should not be considered, it is advisable, in the case with all investment

**MANDATORY**

in options, to consult with someone who is experienced and knowledgeable with respect to the risks and potential rewards of combination transactions under various market circumstances.

**3. GENERAL**

**3.1 Commission and other charges**

Before you begin to trade, you should obtain a clear explanation of all commission, fees and other charges for which you will be liable. These charges will affect your net profit (if any) or increase your loss.

**3.2 Deposited cash and property**

You should familiarise yourself with the protections accorded to the money or other property you deposit particularly in the event of a firm insolvency or bankruptcy. The extent to which you may recover your money or property may be governed by specific legislation or local rules. In some jurisdictions, property which has been specifically identifiable as your

own will be pro-rated in the same manner as cash for purpose of distribution in the event of a shortfall. In case of any dispute with the member, the same shall be subject to arbitration as per the byelaws/regulations of the Exchange.

**3.3 For rights and obligations of the clients, please refer to Annexure-1 enclosed with this document.**

**3.4 The term 'constituent' shall mean and include a client, a customer or an investor, who deals with a member for the purpose of acquiring and/or selling of the securities through the mechanism provided by BSE.**

**3.5 The term 'member' shall mean and include a trading member, a broker or a stock broker, who has been admitted as such by BSE and who holds a registration certificate as a stock broker from SEBI. I hereby acknowledge that I have received and understood this risk disclosure statement and appendix-1 containing my rights and obligations.**

I hereby acknowledge that I have received and undersigned this risk disclosure statement and Annexure-I containing my rights and obligations.



\_\_\_\_\_

Customer Signature

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

Date 

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

- 1.1 You should familiarise yourself with the protection accorded to the money or other property you may deposit with your member, particularly in the event of a default in the stock market or the broking firm's insolvency or bankruptcy.
- 1.1.1 Please ensure that you have a documentary proof of your having made deposit of such money or property with the member, stating towards which account such money or property deposited.
- 1.1.2 Further, it may be noted that the extent to which you may recover such money or property may be governed by the Bye-laws and Regulations of BSE and the scheme of the Investor's Protection Fund in force from time to time.
- 1.1.3 Any dispute with the member with respect to deposits, margin money, etc., and producing an appropriate proof thereof, shall be subject to arbitration as per the Rules, Byelaws/Regulations of BSE or its Clearing Corporation / Clearing House.
- 1.2 Before you begin to trade, you should obtain a clear idea from your member of all brokerage, commissions, fees and other charges which will be levied on you for trading. These charges will affect your net cash inflow or outflow.
- 1.3 You should exercise due diligence and comply with the following requirements of the BSE and/or SEBI:
- 1.3.1 Please deal only with and through SEBI registered members of the Stock Exchange and are enabled to trade on the Exchange. All SEBI registered members are given a registration No., which may be verified from SEBI. The details of all members of BSE and whether they are enabled to trade may be verified from BSE website ([www.bseindia.com](http://www.bseindia.com))
- 1.3.2. Demand any such information, details and documents from the member, for the purpose of verification, as you may find it necessary to satisfy yourself about his credentials.
- 1.3.3. Furnish all such details in full as are required by the member as required in "Known Your Client" form, which may also include include details of PAN or Passport or Driving License or Voters Id, or Ration Card, bank account and depository account, or any such details made mandatory by SEBI/BSE at any time, as is available with the investor.
- 1.3.4. Execute a broker-client agreement in the form prescribed by SEBI and/or the Relevant Authority of BSE or its Clearing Corporation / Clearing House from to time to time, because this may be useful as a proof of your dealing arrangements with the member.
- 1.3.5. Give any order for buy or sell of a security in writing or in such form or manner, as may be mutually agreed. Giving instructions in writing ensures that you have proof of your intent, in case of disputes with the member.
- 1.3.6. Ensure that a contract note is issued to you by the member which contains minute records of every transaction. Verify that the contract note contains details of order no., trade number, trade time, trade price, trade quantity, name of security, client code allotted to you and showing the brokerage separately. Contract notes are required to be given/sent by member to the investors latest on the next working day of the trade. Contract note can be issued by the member either in electronic form using digital signature as required, or in hard copy. In case you do not receive a contract note on the next working day or at a mutually agreed time, please get in touch with the Investors Grievance Cell of BSE, without delaying.
- 1.3.7. Facility of Trade Verification is available on BSE website ([www.bseindia.com](http://www.bseindia.com)), where details of trade as mentioned in the contract note may be verified from the trade date upto five trading days. Where trade details on the website, do not tally with the details mentioned in the contract note, immediately get in touch with the Investors Grievance Cell of BSE.
- 1.3.8 Ensure that payment/delivery of securities against settlement is given to the concerned member within one working day prior to the date of pay-in announced by BSE or its Clearing Corporation / clearing House. Payments should be made only by account payee cheque in favour of the firm/company of the trading member and a receipt or acknowledgment towards what such payment is made be obtained from the member. Delivery of securities is made to the pool account of the member rather than to the beneficiary account of the member.



## MANDATORY

- 1.3.9 In case pay-out of money and/or securities is not received on the next working day after day after date of pay-out announced by BSE or its Clearing Corporation / Clearing House, please follow-up with the concerned member for its release. In case pay-out is not released as above from the member within five working days, ensure that you lodge a complaint immediately with the Investor's Grievance Cell of BSE.
- 1.3.10. Every member is required to send a complete 'Statement of Accounts', for both funds and securities settlement to each of its constituents, at such periodicity as may be prescribed by time to time. You should report errors, if any, in the Statement immediately, but not later than 30 calendar days of receipt thereof, to the member. In case the error is not rectified or there is a dispute, ensure that you refer such matter to the Investors Grievance Cell of BSE, without delaying.
- 1.3.11. In case of a complaint against a member/registered sub-broker, you should address the complaint to the Office as may be specified by BSE from time to time.
- 1.4 In case where a member surrenders his membership, BSE gives a public notice inviting claims, if any, from investors. In case of a claim, relating to "transactions executed on the trading system" of BSE, ensure that you lodge a claim with BSE/NSCCL/ Clearing House within the stipulated period and with the supporting documents.
- 1.5 In case where a member is expelled member from trading membership or declared a defaulter, BSE gives a public notice inviting claims, if any, from investors. In case of a claim, relating to "transactions executed on the trading system" of BSE, ensure that you lodge a claim with BSE within the stipulated period and with the supporting documents.
- 1.6 Claims against a defaulter/expelled member found to be valid as prescribed in the relevant Rules/Bye-laws and the scheme under the Investors' Protection Fund (IPF) may be payable first out of the amount vested in the Committee for Settlement of Claims against Defaulters, on pro-rata basis if the amount is inadequate. The balance amount of claims, if any, to a maximum amount of Rs. 10 lakhs per investor claim, per defaulter/ expelled member may be payable subject to such claims being found payable under the scheme of IPF.

### Notes :

1. The term 'constituent' shall mean and include a client, a customer or an investor, who deals with a trading member of BSE for the purpose of acquiring and / or selling of securities through the mechanism provided by BSE.
2. The term 'member' shall mean and include a member or a broker or a stock broker, who has been admitted as such by BSE and who holds a registration certificate as a stock broker from SEBI.
3. BSE may be substituted with names of the relevant exchanges, wherever applicable.



**a) Policy for Penny Stock**

A stock that trades at a relatively low price and market capitalization. These types of stocks are generally considered to be highly speculative and high risk because of their lack of liquidity, large bid-ask spreads, small capitalization and limited following and disclosure. Depend on the market condition and RMS policy of the company RMS reserve the right to refuse to provide the limit in Penny stocks and losses if any on account of such refusal shall be borne by client only.

**b) Setting up client's exposure limits**

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 any 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.

We have margin based RMS system. Total deposits of the clients are uploaded in the system and client may take exposure on the basis of margin applicable for respective security as per VAR based margining system

of the stock exchange and/or margin defined by RMS based on their risk perception. Client may take benefit of "credit for sale" i.e. benefit of share held as margin by selling the same by selecting Delivery option through order entry window on the trading platform, the value of share sold will be added with the value of deposit and on the basis of that client may take fresh exposure.

In case of exposure taken on the basis of shares margin the payment is required to be made before the exchange pay in date otherwise it will be liable to square off after the pay in time or any time due to shortage of margin.

**c) Applicable brokerage rate :-** Brokerage will be charged within the limits prescribed by SEBI/Exchange.

**d) Imposition of penalty / delayed payment charges**

Clients will be liable to pay late pay in/delayed payment charges for non making payment of their payin/margin obligation on time as per the exchange requirement/schedule at the rate of 2% per month. Similarly the stock broker will also be liable to pay delayed payment charges to the client for not making payment of their obligation on time, as per the Exchange requirement/schedule at the rate of 2% p.m., except in the cases covered by the "Running Account Authorisation" given by the client to 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.

**e) The right to sell client's securities or close clients' positions, without giving notice to the client, on account of non-payment of client's dues**

Without prejudice to the stock brokers other right (Including the right to refer the matter to arbitration), the stock broker shall be entitled to liquidate/close out all or any of the clients position without giving notice to the client for non payment of margins or other amounts including the pay in obligation, outstanding debts etc and adjust the proceeds of such liquidation/close out, if any, against the clients liabilities/obligations.

## MANDATORY

The client shall ensure timely availability of funds/securities in form and manner at designated time and in designated bank and depository account(s), for meeting his/her/its pay in obligation of funds and securities. Any and all losses and financial charges on account of such liquidations/ closing out shall be charged to & born by the client. In cases of securities lying in margin account/client beneficiary account and having corporate actions like Bonus, Stock split, Right issue etc, for margin or other purpose the benefit of shares due to received under Bonus, Stock split, Right issue etc will be given when the shares is actually received in the stock broker designated demat account.

In case the payment of the margin / security is made by the client through a bank instrument, the stock broker shall be at liberty to give the benefit / credit for the same only on the realization of the funds from the said bank instrument etc, at the absolute discretion of the stock broker. Where the margin / security is made available by way of securities or any other property, the stock broker is empowered to decline its acceptance as margin / security &/or to accept it at such reduced value as the stock broker may deem fit by applying haircuts or by valuing it by marking it to market or by any other method as the stock broker may deem fit in its absolute discretion.

The stock broker has the right but not the obligation, to cancel all pending orders and to sell/close/liquidate all open positions/securities/shares at the pre-defined square off time or when Mark to Market (M-T-M) percentage reaches or crosses stipulated margin percentage, whichever is earlier. The stock broker will have sole discretion to decide referred stipulated margin percentage depending upon the market condition. In the event of such square off, the client agrees to bear all the losses based on actual executed prices, the client shall also be solely liable for all and any penalties and charges levied by the exchange(s).

**f) 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 Short delivering client is debited by an amount equivalent to 20% above of closing rate of day prior to Payin/Payout Day. The securities delivered short are purchased from market on T+2 day and the purchase consideration (inclusive of all statutory taxes & levies) is debited to the short delivering seller client along with reversal entry of provisionally amount debited earlier.
- b) If securities cannot be purchased from market due to any force majeure condition, the short delivering seller is debited at the closing rate on T+2 day or Auction day on Exchange +10% where the delivery is matched partially or fully at the Exchange Clearing, the delivery and debits/credits shall be as per Exchange Debits and Credits.
- 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 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.

**g) 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 payin obligation/outstanding debts.

**h) Temporarily suspending or closing a client's account at the client's request**

On the request of the client in writing, the client account can be suspended temporarily and same can be activated on the written request of the client only. During the period client account is suspended, the market transaction in the client account will be prohibited. However client shares/ledger balance settlement can take place.

## MANDATORY

On the request of the client in writing, the client account can be closed provided the client account is settled. If the client wants to reopen the account in that case client has to again complete the KYC requirement.

- i) Deregistering a client :-** Notwithstanding anything to the contrary stated in the agreement, the stock broker shall be entitled to terminate the agreement with immediate effect in any of the following circumstances:
- (i) If the action of the client are prima facie illegal / improper or such as to manipulate the price of any securities or disturb the normal/proper functioning of 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 the client being a partnership firm, has any steps taken by the Client and/or its partners for dissolution of the partnership;
  - (v) If the Client suffers any adverse material change in his/her/its financial position or defaults in any other agreement with the Stock broker;
  - (vi) 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;
  - (vii) If the Client is in breach of any term, condition or covenant of this Agreement;
  - (viii) If the Client has made any material misrepresentation of facts, including (without limitation) in relation to the Security;
  - (ix) 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;
  - (x) If the Client have taken or suffered to be taken any action for its reorganization, liquidation or dissolution;
  - (xi) 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;

- (xii) If any covenant or warranty of the Client is incorrect or untrue in any material respect;

**Inactive Client account :-** Client account will be considered as inactive if the client does not trade for period of one year. Calculation will be done at the beginning of every month and those clients who have not traded even a single time will be considered as inactive, the shares/ credit ledger balance if any will be transferred to the client within one week of the identifying the client as inactive. The client has to make written request for reactivation of their account.

Trading in Exchange is in Electronic Mode, based on VSAT, leased line, ISDN, Modem and VPN, combination of technologies and computer systems to place and route orders. I/we understand that there exists a possibility of communication failure or system problems or slow or delayed response from system or trading halt or any break down in our back office/ front end system, or any such other problems/glitch whereby not being able to establish access to the trading system/network, which may be beyond your control and may result in delay in processing or not processing buy or sell Orders either in part or in full. I/We shall be fully liable and responsible for any such problem/fault.

### **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 any one or more means or methods. 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 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.



To,

**VServe Share and Stock Broker Pvt. Ltd.**

Regd. Office : 701, Rohit House, 3 Tolstoy Marg,  
New Delhi-110001

**Sub.: Internet Trading**

Sir,

We wish to trade through internet on Bombay Stock Exchange Ltd. and confirm that we are fully aware of and understands the risks associated with availing of a service of routing orders through internet including the risk of misuse and unauthorised use of our Username and/or Password by a third party and the risk of a person hacking into our account on your Internet Trading system and unauthorisedly routing orders on behalf of us through the System. We agree that we shall be fully liable and responsible for any and all unauthorized use and misuse of our Password and/or Username and also for any and all acts done by any person through your Internet Trading system on our Username in any manner whatsoever.

We hereby confirm you to send our Username and Password on the below mentioned e-mail address.

Login ID

E-mail Address

\_\_\_\_\_

\_\_\_\_\_

Thanks and best regards

For \_\_\_\_\_

Signature  \_\_\_\_\_

Name \_\_\_\_\_

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

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

This supplemental agreement ("this Agreement") is executed at DELHI on this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

Between

**M/s. VServe Share and Stock Broker Pvt. Ltd.**, a body corporate, incorporated under the provisions of the Companies Act, 1956, having its registered office at **701, Rohit House, 3 Tolstoy Marg, New Delhi-110001**, hereinafter referred to as "the Member", (which expression shall, unless it be repugnant to the context or meaning thereof, be deemed to mean and include its successors) of the ONE PART;

AND

\_\_\_\_\_ an individual/Proprietor/HUF/ Partnership/Corporate having his/her office at \_\_\_\_\_

\_\_\_\_\_, hereinafter referred to as "the Client", (which expression shall, unless it be repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors, administrators and legal representatives) of the OTHER PART;

**WHEREAS:**

- (i) The Member is a member of **Bombay Stock Exchange Ltd.** ("the Exchange") and is also registered with the Securities & Exchange Board of India ("SEBI") as a Stock Broker with **SEBI Registration No. INB/INF 011416832**.
- (ii) The Client is a client/constituent of the Member, and the Member and the Client have entered into a Member-Client Agreement dated the \_\_\_\_\_ day of \_\_\_\_\_, in accordance with the model agreement prescribed by SEBI ("the Main Member-Client Agreement");
- (iii) The Member offers and/or proposes to offer the ITORS Service to its clients; and the Clients desires to avail of the Member's ITORS Service for purchasing, selling or otherwise dealing in securities;
- (iv) The Member and the Client desire to enter into this Supplemental Agreement to the Main Member-Client Agreement in order to record the agreement between them relating to the Member's ITORS Service to be availed of by the Client.

**IT IS HEREBY AGREED BETWEEN THE MEMBER AND CLIENT as follows:**

1. Definition:

1.1 In this Agreement (including the Recitals above), unless the context otherwise requires the following words shall have the following meanings:

- (i) "the Exchange" means Bombay Stock Exchange Ltd.
- (ii) "Exchange Provisions" means the Rules, Bye-laws, Regulations, Business Requirement, specifications, handbooks, notices, circulars and resolutions of the Exchange or any segment of the Exchange in force from time to time and includes the Minimum Requirements Handbook for ITORS prescribed by the Exchange, as amended from time to time.
- (iii) "ITORS" means Internet Based trading through Order Routing System, being a system approved by the Exchange for enabling clients to route their orders to their Member-brokers over the internet.
- (iv) "ITORS Account Application" means the application submitted by the Client to the Member to permit the Client to avail of the Member's ITORS Service.
- (v) "ITORS Service" or "Service" means the service offered by the Member to its clients through ITORS whereunder the clients can route their orders for purchase, sale and other dealings in securities through the Member's ITORS System.
- (vi) "Member's ITORS System" or "Member's ITORS WebSite" means the website hosted by the Member on the internet through which the Member offers the ITORS Service and includes the hardware and software used for hosting and supporting the Website.
- (vii) "Password" means an alphanumeric code used by the Client to validate his/her username and access the Service.
- (viii) "SEBI" means the Securities & Exchange Board of India

- (ix) "Username" means an alphanumeric login identification used by the Client for accessing the Service.
- 1.2 In this Agreement, headings are used for convenience and ease of reference only and shall not affect the construction or interpretation of any provision of this Agreement.
- 1.3 In this Agreement, unless the context otherwise requires, reference to the singular includes a reference to the plural and vice-versa, and reference to any gender includes a reference to all other genders.
- 1.4 In this Agreement, unless the context otherwise requires, references to recitals and clauses shall be deemed to be a reference to the recitals and clauses of this Agreement.
- 1.5 References to any enactment are to be construed as referring also to any amendment or re-enactment thereof and to any rule, bye-law, regulation, business requirement, specification, order or other provision made under it.
- 2. Agreement to provide and avail of the ITORS service:**
- The Member agrees to provide the Member's ITORS Service to the Client, and the Client, and the Client agrees to avail of the Member's ITORS Service on and subject to the terms and conditions of this Agreement, the Exchange Provisions and the terms of the Member's ITORS Web Site.
- 3. USER NAME AND PASSWORD:**
- 3.1 The Client will be entitled to a username and password, which will enable him to access the Member's ITORS System for availing of the Service.
- 3.2 The Client is aware that the Member's ITORS System itself generates the initial password and that the Member is aware of the same.  
The Client agrees and undertakes to immediately change his initial password upon receipt thereof. The Client is aware that subsequent passwords are not known or available to the Member.
- 3.3 The Client shall be responsible for keeping the Username and Password confidential and secure and shall be solely responsible for all orders entered and transactions done by any person whatsoever through the Member's ITORS System using the Client's Username and/or Password whether or not such person was authorised to do so.
- 3.4 The Client shall immediately inform the Member of any unauthorised use of the Client's Username or Password with full details of such unauthorised use including the date of such unauthorised use, the manner in which it was unauthorisedly used, the transactions effected pursuant to such unauthorised use, etc.
- 3.5 The Client acknowledges that he is fully aware of and understands the risks associated with availing of a service for routing orders over the internet including the risk of misuse and unauthorised use of his Username and/or Password by a third party and the risk of a person hacking into the Client's account on the Member's ITORS System and unauthorisedly routing orders on behalf of the Client through the System. The Client agrees that he shall be fully liable and responsible for any and all unauthorised use and misuse of his Password and/or Username and also for any and all acts done by any person through the Member's ITORS System on the Client's Username in any manner whatsoever.
- 3.6 The Client shall log off from the ITORS Service at any time the Client is not accessing or using the Service and any liability incurred to the Client as a consequence of the Client not logging off the Service shall borne solely by the Client.
- 3.7 Without prejudice to the provisions of Clause 3.5, the Client shall immediately notify the Member in writing with full details if:
- (i) he discovers or suspects unauthorised access through his Username, Password or Account,
  - (ii) he notices discrepancies that might be attributable to unauthorised access,
  - (iii) he forgets his password or
  - (iv) he discovers a security flaw in the Member's ITORS System.
- 3.8 In any of the above events specified in Clause 3.7, the Client shall immediately change his Password. However, if the Client is unable to change his Password by reason of his having forgotten his Password or his Password having been unauthorisedly changed by some other person or for any other reason then the Client shall immediately request the Member in writing to discontinue his old Password; and thereupon the Member

shall cause the Member's ITORS System to discontinue the use of the Client's old Password and the Member's ITORS System shall generate a new Password for the Client which shall be communicated to the Client. At no point in time shall the Member be liable for any loss, whether notional or actual, that may be suffered by the Client on account of the misuse of the Password.

#### 4. TRANSACTIONS AND SETTLEMENTS:

- 4.1 All orders for purchase, sale or other dealings in securities and other instructions routed through the Member's ITORS System via the Client's Username shall be deemed to have been given by the Client.
- 4.2 The orders and instructions and all contracts and transactions entered into pursuant thereto and the settlement thereof will be in accordance with the Exchange Provisions.
- 4.3 The Member may from time to time impose and vary limits on the orders which the Client can place through the Member's ITORS 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, the companies in respect of whose securities orders can be placed, etc.). The Client is aware and agrees that the Member may need to vary or reduce the limits or impose new limits urgently on the basis of the Member's risk perception and other factors considered relevant by the Member, and the Member may be unable to inform the Client of such variation reduction or imposition in advance. The Client agrees that the Member shall not be responsible for such variation, reduction or imposition or the client's inability to route any order through the Member's ITORS System on account of any such variation, reduction or imposition of limits. The Client understands and agrees that the Member 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 Member.
- 4.4. Though orders will generally be routed to the Exchange's computer systems within a few seconds from the time the order is placed by the Client on the Member's ITORS System, the Member shall not be liable for any delay in the

execution of any order or for any resultant loss on account of the delay.

- 4.5 The Client agrees that the Member may, at its sole discretion, subject any order placed by a Client to manual review and entry, which may cause delays in the processing of the Client's order or may result in rejection of such order.
- 4.6 In case of a market order, the Client agrees that the will receive the price at which his order is executed by the exchange's computer system; and such price may be different from the price at which the security is trading when his order is entered into the Member's ITORS System.

#### 5. MARGIN:

The Client agrees and undertake to immediately deposit with the Member such cash, securities or other acceptable security, which the Member may require as margin. The Client agrees that the Member shall be entitled to require the Client to deposit with the Member a higher margin than that prescribed by the Exchange. The Member shall also be entitled to require the Client to keep permanently with the Member a margin of a value specified by the Member so long as the Client desires to avail of the Member's ITORS Service.

#### 6. CANCELLATION REQUESTS

- 6.1 When the Client places a request to cancel an order, the cancellation of that order is not guaranteed. The order will only be cancelled if the Client's request for cancellation is received and the order is successfully cancelled before it is executed.
- 6.2 The Client shall not be entitled to presume an order as having been executed or canceled until a confirmation from the Member is received by the Client.
- 6.3 The Exchange may annul a trade suo-moto without giving a reason therefor. In the event of such annulment, the Member shall be entitled to cancel the relative contract(s) with the Client.

#### 7. BROKERAGE, COMMISSIONS AND FEES

- 7.1 The Client agrees to pay the member brokerage, commission, fees, services tax and other taxes and transaction expenses as they exist from time to time and as they apply to the Client's account and transaction, and the services that he receives from the Member.
- 7.2 A schedule of brokerage, fees and commissions, applicable service and other taxes and other transaction expenses shall be provided by the Member to the Client from time to time upon request by the Client.



**8. CONFIRMATIONS**

Online confirmation will be available to the Client upon execution cancellation of an order placed by him through the Member's ITORS System. This shall be followed by a confirmation, which may be sent by postal mail, electronic mail or other electronic means. It is the responsibility of the Client to review upon first receipt, whether delivered to him online, by postal mail, by electronic mail, or other electronic means, all confirmations of transactions of cancellations.

**9. INVESTMENT ADVICE**

9.1 The Client acknowledges that the Member shall not be liable to provide him with any legal, tax, investment or accounting advice regarding the suitability or profitability of a security or investment.

9.2 The Client also acknowledges that the Member's employees are not authorized to give any such advice and that the Client will not solicit or rely upon any such advice from the Member or any of its employees.

9.3 The Client agrees that in the event of the Member or any employee or official of the Member providing any information, recommendation or advice to the Client, the Client may act upon the same at the sole risk and cost of the Client, and the Member shall not be liable or responsible for the same.

9.4 The Client assumes full responsibility with respect to his investment decisions and transactions.

9.5 The Member, its officers, directors, partners, employees, agents and affiliates will have no liability with respect to any investment decisions or transactions of the Client.

**10. SUPPLEMENTAL TO MAIN MEMBER - CLIENT AGREEMENT :**

This Agreement is supplemental to, and does not supersede, the Main Member-Client Agreement. Save the except as modified expressly or by implication by this Agreement the Exchange Provisions or the terms of the Member's ITORS Website, the provisions of the Main Member-Client Agreement shall apply mutatis mutandis to the extent applicable to dealings between the Member and the Client pursuant to or otherwise relating to the Member's ITORS Service.

**11. REPRESENTATIONS AND WARRANTIES OF CLIENT**

The Client represents and warrants to the Member that :

11.1 All the information provided and statements made in the Client's ITORS Account Application are true and correct and are not misleading (whether by reason of omission to state a material fact or otherwise) and the Client is aware that the Member has agreed to provide the Member's ITORS Service to the Client on the basis, inter alia, of the statements made in the Client's ITORS Account Application.

11.2 The Client is aware and acknowledges that trading over the internet involves many uncertain factors and complex hardware, software, systems, communication lines, peripherals etc. which are susceptible to interruptions and dislocations; and the Member's ITORS Service may at any time be unavailable without further notice. The Member and the Exchange do not make any representation or warranty that the Member's ITORS Service will be available to the Client at all times without without any interruption. The Client agrees that he shall not have any claim against the Exchange or the Member on account of any suspension, interruption, non-availability or malfunctioning of the Member's ITORS System or Service or the Exchange's service or systems for any reason whatsoever.

11.3 The Client has the required legal capacity to, and is authorised to, enter into this Agreement and is capable of performing his obligations and undertakings hereunder.

11.4 All actions required to be taken to ensure compliance of all the transactions, which the Client may enter into pursuant to this Agreement with all applicable laws, shall be completed by the Client prior to such transaction being entered into.

11.5 The Client shall abide by the Exchange Provisions and the terms of the Member's ITORS Website in force from time to time.

11.6 Any instructions given by an authorised representative of the Client to the Member (or to the Member's representative) shall be binding on the Client.

**12. REPRESENTATIONS AND WARRANTIES OF THE MEMBER :**

The Member represents and warrants to the Client that :

The Member's ITORS System has been approved by the Exchange. Where the ITORS system has not been approved by the Exchange, the Member has applied/proposes to apply to the Exchange to approve the said ITORS System and the Member will commence the Member's ITORS Service only after the Exchange has approved the Member's ITORS System.

**13. MARKET DATA**

13.1 The Client understand that the Exchange asserts a proprietary interest in all of the market data it furnishes, directly or through the Member or otherwise. The Client understands that the Exchange does not guarantee the timeliness, sequence, accuracy or completeness of market data or any other market information, or any messages disseminated by it. Neither the Member nor the Exchange shall be liable in any way for incorrect, misleading, incomplete or dated data or information said, if the Client acts on the basis of the same, he shall do so at his own risk and cost.

13.2 The Client shall not furnish market information provided by the Exchange to any other person or entity for consideration or otherwise and in the event the Client uses such information he shall do so at his own risk and cost.

**14. NOTICES**

14.1 Any notice or other communication to be given by any party to the other in connection with this Agreement shall be in writing and shall be deemed duly served if delivered personally or sent by facsimile transmission or by prepaid registered post or by e-mail to the addresses at the address or (as the case may be), the e-mail or facsimile number (if any), of that party set opposite its name below:

**To the STOCK BROKER at the execution page.  
To the Client as per details below at the execution page.**

or at such other address, facsimile number or e-mail address as the party to be served may have notified the other in accordance with the provisions of this Clause.

Notwithstanding anything stated above, communication relating to orders, margins maintenance calls and other similar matters

in the ordinary course of dealings between the Member and the Client may be communicated orally.

**15. EXTRAORDINARY EVENTS**

The Member and/or its agents will not be liable for losses caused directly or indirectly by government restriction, Exchange or market rulings, suspension or trading, computer, communication, telephone or system failure, war, earthquakes, flood, accident, power failure, equipment or software malfunction, strikes or any other conditions beyond the Member's control.

**16. AMENDMENT TO AGREEMENT**

The Client understands and agrees that the Member may discontinue his ITORS Service in part or in its entirety and change the terms of the Service (including the terms on the Member's ITORS Website) at any time and from time to time, without prior notice.

**17. TERMINATION OF AGREEMENT :**

17.1 The Client agrees that the Member may at any time terminate this Agreement. The Client is aware and accepts that in view of the nature of the transactions and dealings involved in providing the Service it may not be possible for the Member to give advance notice of such termination or suspension to the Client.

17.2 The Client may at any time terminate this Agreement by not less than seven days notice to the Member, provided that unless the Member otherwise permits, the Client shall not be entitled to terminate this Agreement so long as any amount is payable or securities are deliverable by the Client to the Member.

17.3 The termination of this Agreement shall not affect any rights or obligations of either party which have accrued prior to the termination or which may arise out of or in connection with acts done or omitted prior to the termination.

17.4 The provisions of Clauses 14, 20 and 21 of this Agreement shall survive the termination of this Agreement.

**18. SEVERABILITY**

In the event of any provisions of this Agreement being held to be or becoming invalid, unenforceable or illegal for any reason, this Agreement shall remain otherwise in full force apart from the said provision which will be deemed deleted. The parties shall however attempt to replace the deleted provision with a legally valid provision that reflects the same purpose as the deleted provisions to the greatest extent possible.

**NON-MANDATORY**

**19. WAIVER**

No forbearance, relaxation or inaction by any party at any time to require the performance of any provision of this Agreement shall in any way affect, diminish, or prejudice the right of such party to require the performance of that or any other provisions of this Agreement or be considered to be a waiver of any right, unless specifically agreed in writing.

**20. LAW AND JURISDICTION**

20.1 This Agreement shall be governed by the construed in all respects in accordance with the laws of the Republic of India and, subject to the provisions of Clause 21, the courts at Mumbai, India shall have jurisdiction over this Agreement and the arbitration proceedings in relation to the Agreement.

20.2 This Agreement and all contracts and transactions between the Member and

the Client pursuant hereto shall be subject to the Exchange Provisions, the Rules, Bye-laws, Regulation and other provisions of its clearing house, if any, the provisions of the Securities and Exchange Board of India Act, 1992, the Securities Contracts (Regulation) Act of 1956 and the rules and regulations made thereunder and as amended from time to time.

**21. DISPUTE RESOLUTION**

Any claim dispute or difference arising between the Parties hereto in respect of this Agreement or any contracts, dealings or transactions pursuant hereto or any rights, obligations, terms or conditions as contained in this Agreement or the interpretation or construction of this Agreement shall be subject to the grievance redressal procedure of the Exchange and shall be subject to the arbitration procedure as prescribed by the Exchange Provisions

IN WITNESS THEREOF the parties to the Agreement have caused these presents to be executed as of the day and year first above written.

**Signed and Delivered by**

**For VServe Share and Stock Broker Pvt. Ltd.**

**Client**

Name .....

Signature  .....

**Witness**

Name .....

Address .....

Signature .....

Place .....

Name .....

Signature .....

**Witness**

Name .....

Address .....

Signature .....

Date 

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

## STANDING INSTRUCTIONS

To,

Dated : \_\_\_\_\_

**VServe Share and Stock Broker Pvt. Ltd.**

Member : Bombay Stock Exchange Ltd.

Regd. Office : 701, Rohit House, 3 Tolstoy Marg,

New Delhi-110001

**Sub. : Standing Instruction.**

This is with reference to my/our trading account with you. I/we wish to place following standing instructions for operation of my/our accounts

- 1) I/we understand that you require written instructions for receiving/modifying or canceling orders. However, since it is not practical to give written instruction for every order, I/we hereby authorize you to kindly accept my/ our authorized representatives'. Verbal instructions/order over phone and execute the same.
- 2) Since you are issuing contract note bearing order numbers and trade numbers on a daily basis, please do not issue the order/trade confirmation slips as generated from the NEAT system, unless otherwise requested by me/us in writing.
- 3) I/We understand that you wish to transfer securities and funds payout to me within 24 hours of exchange payout, but since, I/We deal on regular basis with you, you are hereby authorized and requested to keep the funds and securities payout with you for margin compliance and future trading obligations. The funds and securities may be given to me only on my specific request.
- 4) I/We authorize you to offset dues owned by the client or any of my/our family / related members to any group or associate company of the Stock Broker, from the amounts standing to the credit of his/her account with the Stock Broker.
- 5) The Client authorizes the Stock Broker to set off a part of whole of the Margin i.e. by the way of appropriation of the relevant amount of cash or by sale or transfer of all or some of the securities which form part of the Margin, against any dues of the client or of a Stock Broker of the "Family" of the client (for the purposes of this agreement "Family" shall hereinafter mean all the individual, group companies, firms, entities and other persons), in the event of the failure of the client or a member of the Family of the client to meet any of their respective obligation under these terms.
- 6) The Client specifically authorizes the Stock Broker to set off the outstanding in the account maintained by the stock broker of any member's of the clients Family/Group Accounts having the following client codes against the money standing to the credit of the account maintained by any other member of his /her Family across any segment of Bombay Stock Exchange Ltd.

Sl. No.	Name of the Person	Client Code	Signature of the Persons
1.			
2.			
3.			
4.			
5.			

- 7) The client is aware that the Stock Broker is required to issue / securities due to the client within specified period of the payout from the exchange in order to facilitate operations, the client authorizes the Stock Broker to maintain running account both for funds and securities of the client with the Stock Broker, instead of settlement to settlement clearance of dues to the client. Also the client authorizes the Stock Broker to keep the shares purchased by it as margin for his / her transaction or his / her family members transaction. Further, I/we understand and agree that any credit lying with you will not attract any interest.



**NON-MANDATORY**

- 8) I/We agree and authorize you to debit charges for depository services or inter settlement charges in cases where the securities paying are made directly from margin a/c. balance and any other incidental charges, penalties imposed by exchange etc. to my / our running account.
- 9) The client further agree that other charges by the name of turnover charges / Exchange turnover charges / stamp duty charges / stamp paper charges or by any other name will be borne by the client in addition the brokerage payable on transaction and the same shall be debited to the client account with the member. The client further confirms that is shall be his duty to note the said charges regularly and periodically and shall not raise any dispute or claim in respect to said charge(s) at any later stage. The client further certify and ensure that the said charges can be carried by the broker from time to time and broker is not requiring taking separate specific approval from the client.
- 10) I/We agree that you may refuse to execute any particular transactions without assigning any reason thereof.
- 11) I/We hereby request you to please provide me some support in the form of technical analysis (intraday, medium to short term), research reports, both securities wise and sector wise, fundamentals analysis of stocks for my trading and investment decisions.  
Further, I/We hereby confirm and declare that your providing me any or all such requested assistance, through SMS, Emails and/or research reports could not be held liable for any loss that may occur, as I understand that trading and investment decisions are subject to market risks. I also understand that your company, directly or indirectly, may hold any market position in the securities covered under your research advises and I am not bound to follow your advises and assistance. Please also note I am responsible for all my trading and investment decisions and under circumstance any body else (including yourself) can be held liable for any depreciation in my investments
- 12) You are specially authorized to send me the Electronic Contract Notes (ECN) at my Email ID mentioned in KYC. You are also authorized to create my e-mail ID on your wev server for sending such ECN and statement of accounts, if I/We have not provided you in KYC.  
I also understand and confirm that the ECN shall be deemed to have been delivered to me by you and you shall not be responsible for any bounced Email.

**I Further agree to :**

- Ensure availability of my email id at all times for your needs.
- Keep you updated for nay change in Email Id, Phone nos etc.
- 13) I/We agree to abide by client level position limit presented by stock exchange and other relevant, and if inadvertently exceeded, to actually reduce and bring it within acceptable limits. I/We further authorize you to debit us for any penalty imposed on you for our violation toward position limit.
- 14) I/We shall be extending all co-operation to VServe Share and Stock Broker Pvt. Ltd. in their endeavor toward Anti-Money Laundering. VServe Share and Stock Broker Pvt. Ltd. may initiate any enquiry against me/us and or my/our transaction any time without any legal implication whatsoever against them. I/We understand that information about me/us and my/our transaction may be reported by VServe Share and Stock Broker Pvt. Ltd. to FIU/concerned authorities without any intimation to us and have no objection to the same.
- 15) VServe Share and Stock Broker Pvt. Ltd. can pass on me/us any penalty imposed /loss suffered together with incidental expenses due to my/our violating any of the requirements/stipulations of BSE/SEBI or any other regulatory authority.
  - **You are requested to follow the above-mentioned standing instructions until further written notice.**
  - **I/We confirm that there instructions and requests have been given voluntarily by me/us.**

Thanking you,  
Yours faithfully,

Signature :  .....

Name : .....

## LETTER OF AUTHORITY

Client Name.....

Client Code.....

Date.....

**VServe Share and Stock Broker Pvt. Ltd.**

Member : Bombay Stock Exchange Ltd.

(Capital Market and F&amp;O Segment)

SEBI Regn. No. : INB 010855832, INF 010855832

Regd. Office : 701, Rohit House, 3 Tolstoy Marg,  
New Delhi-110001

Dear Sir,

**Sub: Letter of Authority - CASH and F&O Segment of BSE**

I/We are dealing in securities with you at BSE in Cash & Derivative Segment and in order to facilitate ease of operations, I/We authorise you as under :

1. I/We authorise you to setoff outstanding in any of 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 exchanges and/or against the value of cash margin or collateral shares provided to you by us.
2. I/We hereby authorise you not to provide me 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 we give you in margin including the payout of securities received by us for meeting margin / other obligation in stock exchange in whatever manner which may include pledging of shares in favour of bank and / or taking loan against the same of meeting margin/ pay - in obligation on our behalf or for giving the same as margin to the Stock Exchange or otherwise.
4. I/We request you to retain credit balance in any of my/our account and to use the idle funds towards our margin/future obligations at any or both the Exchanges unless I/We instruct you otherwise. I/We also authorize you to debit the necessary demat charged from time to time, for keeping the shares in your client demat beneficiary account on my/our behalf. I/We also authorise you to debit the financial charges @ 2% p.m. for the debit balances if any, in my/our 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 telephone unless instructed otherwise in writing. I/We am/are getting required details from contracts issued by you.
7. I/We will collect from your office Contract Notes, Bills, Securities, etc. as per our convenience.
8. I/We request that you may send/despatch me/us contract notes other documents through E-mail : on my/our designated e-mail address of \_\_\_\_\_.

We will completely rely on the log reports of your despatching software as a conclusive proof of dispatch of e-mail to me/us and will not dispute the same.

9. I/We will inform you the change my/ our my e-mail, if any, in future either by regd. post or through a digitally signed e-mail.

NON-MANDATORY

10. I/We authorize Mr./Ms. \_\_\_\_\_ to deal/transact on my/our behalf and to place order, give instructions, make and receive payments of securities and monies, collect contract notes, bills, order confirmations, trade confirmations, account statements and any other documents or communication, to sign any document, settle the account, enter into any compromise and to do any and all act(s) on my/our behalf which I/we can do and I/we the undersigned to hereby agree and declare and confirm that all the acts, and things done by him/her or his/her substitutes shall be my/our acts, deed and things validity done by me/us to all intents and purposes.
11. Trading of all Exchanges is in Electronic Mode, based on VSAT, leased line, ISDN, Modem and VPN, combination of technologies and computer systems to place and route orders We understand that there exists a possibility of communication failure or system problems or slow or delayed response from system or trading halt, of any such other problem/glitch whereby not being able to establish access to the trading system/ network, which may be beyond your control and may result in delay in processing or note processing buy or sell Orders either in part or in full. I/ We agree that I/ We shall be fully liable and responsible for any such problems / fault .
12. I/We confirm that I/we will never sublet the trading terminal on any term of connectivity, from my/our place to any other place without your prior approval.
13. I/We am/are agreeable for inter-settlement transfer of securities towards settlements.
14. I/We am/are agreeable for & authorize you to with hold funds pay-out towards all the applicable margins and debits.
15. All fines/penalties and charges levied upon you due to my acts/deeds or transactions may be recovered by you from my account/
16. I/We have a Trading As well as depository relationship with **VServe Share and Stock Broker Pvt. Ltd.** Please debit the charges relevant with depository services from my/our trading account on monthly basis. I/We also agree to maintain the adequate balance in my trading account / pay adequate advance fee for the said reasons.

Thanking you,

Yours faithfully,



(Client Signature)

*(In case of Corporates. please affix company seal)*

**Digital Confirmation / Ledger Statements**

To,

**VServe Share and Stock Broker Pvt. Ltd.**

Member : Bombay Stock Exchange Ltd.

Regd. Office : 701, Rohit House, 3 Tolstoy Marg,

New Delhi-110001

**Sub. : Digital Confirmation / Ledger Statements (Voluntary)**

Dear Sir,

I/We hereby authorize you to send all my/our contract notes/bills, statement of accounts/ledger for trading done on BSE, in digital/electronic form on my/our E-mail ID given below. I/We would be bound to treat it/them as acknowledge.

I/We hereby agree and consent to accept the contract notes for transactions carried on by me/us in digital form subject to the conditions given below. In terms of the agreement entered into between us, in Digital form, Digital contract issued by your as per the terms and conditions specified shall be binding on me. I/We undertake to check the contract notes and bring the discrepancies of your notice within 24 hours of such issuance of contract notes, My/ our non-verification or not accessing the contract on regular basis shall not be a reason for disputing the contract note at any time. This instruction to issue digital contract note is applicable with immediate effect.

I/We am/are hereby giving my/our email ID for this purpose

My Email ID is (1) \_\_\_\_\_ @ \_\_\_\_\_

I/We also acknowledge the upload of contract notes/bills, statement of accounts/ledgers and other statements/ documents for trading on BSE on your website www.....com. I/We hereby agree and confirm to verify the information/documents that are sent on email and/or upload on the said website regularly and the same shall be deemed to be received by me/us (vide SEBI circular ref.No. SEBI/SMD/SE/15/2003/29/04 dated April 29, 2003, regarding issuance of contract notes/bills, statements of ledger/accounts in digital/electronic form and also to disseminate dthe same on the website for easy access to the Investor)

If there is any change in the name & in my/our email ID or in the residential/correspondence address, the same shall be intimated to your in writing within reasonable period of time

Thanking you,

Your faithfully

Signature of Client :  \_\_\_\_\_

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

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

**RUNNING ACCOUNT AUTHORISATION**

To,

Dated :

**VServe Share and Stock Broker Pvt. Ltd.**

Member : Bombay Stock Exchange Ltd.

Regd. Office : 701, Rohit House, 3 Tolstoy Marg,

New Delhi-110001

Dear Sir,

I/We are dealing through you as a client in Capital Market and/or Future & Option segment and/or Interest Rate future Segment & in order to facilitate ease of operations and upfront requirement of margin for trade. I/We authorize you as under:

1. I/We request you to maintain running balance in my account & retain the credit balance in any of my/our account and to use the unused funds towards my/our margin/pay-in/otherfuture obligation(s) at any segment(s) of any or all the Exchange(s)/Clearing corporation unless I/we instruct you otherwise.
2. I/We request you to retain securities with you for my/our margin/pay-in/other-future obligation(s) at any segment(s) of any or all the Exchange(s)/Clearing corporation, unless I/We instruct you to transfer the same to my/our account.
3. I/We request you to settle my fund and securities account / Once in every calendar Quarter or / Once in a calendar Month or such other higher period as allowed by SEBI/Stock Exchange time to time except the funds given towards collaterals/margin in form of Bank Guarantee and/or Fixed Deposit Receipt.
4. In case I/We have an outstanding obligation 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.
5. I/We confirm you that I will bring to your notice any dispute arising from the statement of account or settlement so made in writing within 7 working days from the date of receipt of funds/securities or statement of account or statement related to it, as the case may be at your registered office. After that I/We shall have no right to dispute the transaction, funds and/or securities ever and agree that you shall not be liable for any incidental loss/damage caused due to retention of funds and/or securities.
6. I/We confirm you that I can revoke the above mentioned authority by giving 15 working days notice in writing to you.

Thanking you

Yours faithfully,



(Signature)

Client Name:

Client Code:

## LIEN &amp; SET - OFF

To,

**VServe Share and Stock Broker Pvt. Ltd.**

Member : Bombay Stock Exchange Ltd.

Regd. Office : 701, Rohit House, 3 Tolstoy Marg,

New Delhi-110001

Dear Sir,

**Sub. : Right to exercise Set-Off / Lien and sharing of information.**

I/We \_\_\_\_\_ an individual/ a sole proprietary concern / a partnership firm / a body corporate / Trust registered / incorporated, under the provision of the Indian Partnership Act, 1932 / the Companies Act/ 1956 or any relevant Act, having my / our residence / registered office at \_\_\_\_\_ (hereinafter referred to as the "Client").

That I/We, am/are a Client of VServe Share and Stock Broker Pvt. Ltd. and have executed a Member - Client Agreement with the aforesated company for investing / trading in securities / permitted for dealing on the respective Exchanges and also for investing/trading in those contracts admitted/ permitted for dealing on the Derivatives Market segment of the respective Exchanges.

That in respect to the aforesated agreements, I/We hereby authorise VServe Share and Stock Broker Pvt. Ltd. to exercise the right to set off the balances in my/our accounts with VServe Share and Stock Broker Pvt. Ltd. in any segment/ exchange with respect to monies and commodities, securities or other property, which VServe Share and Stock Broker Pvt. Ltd. may hold on my/our account, shall be held subject to a general lien for the discharge of my/our obligation to VServe Share and Stock Broker Pvt. Ltd. under these agreements. The right of lien and set-off conferred to VServe Share and Stock Broker Pvt. Ltd. by me/us are as follows:

1. All securities in the demat account opened (if any) with the depository Participant, and in beneficiary A/c, shall be subject to lien for the discharge of any or all payment due to VServe Share and Stock Broker Pvt. Ltd. from me/us or any other obligations to VServe Share and Stock Broker Pvt. Ltd. and may be held by VServe Share and Stock Broker Pvt. Ltd. as a security against default by me/us in respect of the services already availed of by me/us from VServe Share and Stock Broker Pvt. Ltd.
2. The enforcement of the lien aforementioned shall be at the sole and complete discretion of VServe Share and Stock Broker Pvt. Ltd.
3. I/We agree that VServe Share and Stock Broker Pvt. Ltd. shall have the right of set-off amongst all trading account/(s) maintained by me/us with VServe Share and Stock Broker Pvt. Ltd.
4. The right of set-off as aforesaid shall extend to my/our trading accounts with respect to all broking transactions with associated concerns, affiliates or sister concerns of VServe Share and Stock Broker Pvt. Ltd. as though such accounts are maintained with VServe Share and Stock Broker Pvt. Ltd.
5. I/We agree that VServe Share and Stock Broker Pvt. Ltd. may share the information provided by me/us pertaining to my trading and demat account to it's sister concerns/ group concerns/associates as and when required.

Furthermore, the aforesated lien/ set-off conferred on VServe Share and Stock Broker Pvt. Ltd. shall subsist even after the termination of the aforesated Member-Client Agreements with VServe Share and Stock Broker Pvt. Ltd. until all obligations under the said agreements are satisfied fully by me/us.

Thanking you,

Your faithfully,

Signature of Client



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



**DECLARATION TO BE GIVEN BY PARTNERS***(To be obtained on pre-printed letter head of the firm)*

To,

**VServe Share and Stock Broker Pvt. Ltd.**

Dated : \_\_\_\_\_

Member : Bombay Stock Exchange Ltd.

Regd. Office : 701, Rohit House, 3 Tolstoy Marg,

New Delhi-110001

Dear Sir,

We refer to the trading account opened with you in the name of M/s.....  
 ..... We hereby authorise following partners severally on behalf of the firm :

Name of Partner	Designation	Specimen Signature
1. ....	.....	.....
2. ....	.....	.....
3. ....	.....	.....

To sign, execute and submit various papers and documents and to sell, purchase, transfer, endorse and negotiate and to do all acts and formalities that may be necessary to open and operate share trading account with VServe Share and Stock Broker Pvt. Ltd. on behalf of the firm. We also authorise them to sign the authority letter for adjustment of balances in family accounts.

We recognize the a beneficiary account cannot be opened with a depository participant in the name of the partnership firm as per regulations. To facilitate operations of the above trading account with you and for the purpose of completing the securities transfer obligations, pursuant to the trading operations, we authorize you to recognize the beneficiary account no.....with depository .....having DP ID..... opened as a joint account in the names of the all the partners of the firm.

I/We agree that the obligations for shares purchased and/or sold by the firm will be handled and completed through transfer to/from the above mentioned account. We recognize and accept transfer made by you to the beneficiary account as complete discharge of obligations by you in respect of trades executed in the above trading account of the firm.

Yours Truly,

Name of Partner	Designation	Specimen Signature
1. ....	.....	.....
2. ....	.....	.....
3. ....	.....	.....

**Instruction : Should be signed by all partners of the firm with rubber stamp.**

**FORMAT OF BOARD RESOLUTION IN CASE OF CORPORATES***(To be printed on the letter head of the Company)*

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED IN THE BOARD MEETING OF M/S. \_\_\_\_\_ LTD. HELD AT THE REGISTERED OFFICE AT \_\_\_\_\_ HELD ON \_\_\_\_\_ DAY OF \_\_\_\_\_ 200\_\_\_\_\_ AT \_\_\_\_\_ A.M./P.M.

RESOLVED THAT the Company is empowered to deal with VServe Share and Stock Broker Pvt. Ltd., Member of the Bombay Stock Exchange Ltd. (BSE) for the purpose of dealing in Capital Market Segment and Future and Options Segment or any other segment that may be introduced by BSE in future.

RESOLVED FURTHER THAT in pursuance of the same the company do enter into an agreement with VServe Share and Stock Broker Pvt. Ltd. Bombay Stock Exchange Ltd. (BSE) for Cash and F&O Segment, and the said Trading Member be and is hereby authorised to honor instructions, oral or written, given on behalf of the company by any of the under noted authorised signatories :

Name	Designation	Specimen Signature
1. ....	.....	.....
2. ....	.....	.....
3. ....	.....	.....

Who are authorised to sell, purchase, transfer, endorse, negotiate and/or otherwise deal through VServe Share and Stock Broker Pvt. Ltd., on behalf, of the Company.

RESOLVED FURTHER THAT Mr.....and/or Mr.....Directors and/or Mr.....authorized Signatory of the Company be and are hereby jointly and/or severally authorised to sign, execute and submit such forms, applications, undertakings, agreements and other requisite documents, writings and deeds as may be deemed necessary or expedient to give effect to this resolution.

RESOLVED FURTHER THAT, the Common Seal of the Company be affixed, wherever necessary, in the presence of any Directors or of anyone Director and Company Secretary, who shall sign the same in token of their presence.

For.....Ltd.

Chairman / Company Secretary

**Instruction : Please put Common Seal of the Company**



**UNDERTAKING TO BE GIVEN BY KARTA AND ALL CO-PARCENERS IN CASE OF TRADING ACCOUNT OF HUF**

To,

Dated : \_\_\_\_\_

**VServe Share and Stock Broker Pvt. Ltd.**

Member : Bombay Stock Exchange Ltd.

Regd. Office : 701, Rohit House, 3 Tolstoy Marg,  
New Delhi-110001

Ref. No.....

WHEREAS the Hindu Undivided Family of.....is carrying on business in the firm name and style of ..... at.....or we intend to deal, have or desire to have Share Trading Account with VServe Share and Stock Broker Pvt. Ltd. (hereinafter referred as "Member") We, undersigned hereby confirm and declare that we are the present adult co-parceners of the said joint family; that Shri..... is the present Karta of the said jointly family.

We confirm that affairs of the H.U.F. firm are carried on mainly by the Karta Shri..... on behalf of and/in the interest of the for the benefit of all the co-parceners. We hereby authorize the Karta Shri..... on behalf of the H.U.F. to deal on Capital Market Segment (CM), Futures and Options Segment (F&O) or any other segment that may be introduced by BSE in future and the said Trading Member is hereby authorized to honor all instructions oral or written given by him on behalf of the H.U.F.

Shri..... is authorized to sell, purchase, transfer, endorse, negotiate documents and/or otherwise deal through VServe Share and Stock Broker Pvt. Ltd. on behalf of the H.U.F..... He is also authorized to sign, execute and submit such applications, undertakings, agreements and other requisite documents, writing and deeds as may be deemed necessary or expedient to open account and give effect to this purpose. We are however, jointly and severally responsible for all liabilities of the said H.U.F. firm to the Member and agree and confirm that any claim due to the Member from the said H.U.F. firm shall be recoverable from the assets of anyone or all of us and also from the estate of the said joint family including the interest thereon of every co-parceners of the said joint family, including the share of the minor co-parceners, if any.

We undertake to advise the Member in writing of any change that may occur in the constitution of the said H.U.F. We further undertake that until receipt of such notice by the Member all the transactions done in the account shall be binding on the said HUF firm and on our respective estates. We shall however, continue to be liable jointly and severally to the Member for all dues obligations of the said H.U.F. in the Member's book on the date of the receipt of such notice by the Member and until all such dues and obligations shall have been liquidated and discharged.

We understand that a beneficiary account can not be opened in the name of HUF with Depository Participant but only in the name of Karta as per the regulations. To facilitate the operation of the above share trading account with you and for the purpose of completing the share transfer obligations pursuant to the trading operations, we authorize you to recognize the beneficiary account no.....with Depository Participant..... opened in the name of Shri..... who is Karta of this H.U.F.

The names and dates of the present minor co-parceners of the said joint family are given below. We undertake to inform you in writing as and when each of the said members attain the age of majority and is authorized to act on behalf of, and bind the said H.U.F. firm.

**NON-MANDATORY**

Name of Minor

Father's Name

Date of Birth

1. .... / ..... / .....

2. .... / ..... / .....

3. .... / ..... / .....

We have received and read a copy of the Member's rules and regulations for the conduct of share Trading Accounts and we agree to comply with and be bound by the said rules now in force or any exchanges that may be made therein from time to time.

Thank you,  
Yours Truly,

Name : .....

Address .....

Signature of Karta

Signature of Co-parcener

Signature of Co-parcener

Signature of Co-parcener

***Instruction : Should be signed by all Co-parcener with rubber stamp.***

**FOR TRADING ACCOUNT - BSE (MATTER TO BE PRINTED ON NON JUDICIAL STAMP PAPER OF RS. 50/-)**

THIS NON JUDICIAL STAMP PAPER OF RS. 50/- FORM PARTS AND PARCEL OF ENCLOSED AGREEMENT BETWEEN **VServe Share and Stock Broker Pvt. Ltd.** MEMBER OF THE CASH & DERIVATIVE SEGMENT OF THE BOMBAY STOCK EXCHANGE LTD., AND IT'S CONSTITUENT.

**For VServe Share and Stock Broker Pvt. Ltd.**

Authorised Signatories

Signature of Client :



## CHECK LIST FOR CLIENT REGISTRATION FORM

FORM RECEIVING DATE :	BRANCH CODE :	CLIENT CODE
ACCOUNT OPENING DATE : TM DP	GROUP CODE :	TM : DP :

1.	CHECKING DETAILS	YES	REMARKS
a)	Name as it appears on the ID & Address Proof (in capital letter)		
b)	Signature of Client on all pages and wherever necessary (Witness wherever required) <input type="checkbox"/>		
c)	Signature Checked and Verified.		
d)	Photograph (duly signed) <input type="checkbox"/>		
e)	A copy of PAN Card (Self Attested) <input type="checkbox"/>		
f)	Address Proof (Self Attested) <input type="checkbox"/>		
g)	Bank Proof containing Client Name (Self Attested) <input type="checkbox"/>		
h)	Demat Account Proof (Self Attested) <input type="checkbox"/>		
i)	Stamp Paper : BSE <input type="checkbox"/> POA <input type="checkbox"/>		
j)	Brokerage : Intra Day _____ Min _____ Delivery _____ Min _____ F & O Intra Day _____ EOD _____ Option _____		
k)	Exchange given : <input type="checkbox"/> BSE CM <input type="checkbox"/> BSE F&O		
2.	<b>Franchisee and Client to be informed if any of the above detail is missing or invalid</b> by _____ Date _____ Time _____		
3.	<b>Details Punched in Computer by TM _____ DP _____</b>		
4.	<b>Cross Checking done by TM _____ DP _____</b>		
5.	<b>UCC UPLOADED :</b> <input type="checkbox"/> BSE <input type="checkbox"/> ENTERED IN FORM DATA		
6.	<b>BACK OFFICE WEB LOGIN</b> User Name ID _____ Password _____		
7.	<b>DP WEB LOGIN</b> User Name ID _____ Password _____		
8.	<b>Form sent to Surveillance by _____ Date : _____ Time : _____</b>		
9.	<b>Client ID Mapping done by _____</b> Branch ID _____ User ID: _____ Dealer ID : _____		
10.	<b>INTERNET TRADING</b> <input type="checkbox"/> Odin Diet <input type="checkbox"/> I-Net User ID _____ Password _____		
11.	<b>Form sent to DP by _____ Date : _____ Time : _____</b>		
12.	<b>Client Instruction Book issued by _____</b>		
13.	<b>Client Account Status Report issued by _____</b>		
14.	<b>Form Returned to Compliance by _____ Date : _____ Time : _____</b>		
15.	<b>Kit Dispatched on _____ (Date)</b>		



**Share and Stock Broker Pvt. Ltd.**

**VServe Share and Stock Broker Pvt. Ltd.**

Member : Bombay Stock Exchange Ltd. (Capital Market and F&O Segment)  
SEBI Regn. No. : INB 011416832, INF 011416832 • Membership No.: 6262

---

Regd. Office : 701, Rohit House, 3 Tolstoy Marg, New Delhi-110001  
Ph.: 011-47377000, Trading : 011-47377077, Back Office : 011-47377012  
Fax : 011-41521148, E-mail : [vpmittal@hotmail.com](mailto:vpmittal@hotmail.com)