



DAILY GONG FINANCIAL SERVICES LIMITED

(Formerly ISS Enterprise Ltd.)

EXCHANGE	MEMBERSHIP CODE	SEGMENTS REGISTERED
NSE	10777	<ul style="list-style-type: none">● EQUITIES● FUTURES AND OPTIONS● CURRENCY DERIVATIVE
BSE	918	<ul style="list-style-type: none">● EQUITIES● FUTURES AND OPTIONS● MUTUAL FUNDS
MCX	57070	<ul style="list-style-type: none">● COMMODITY DERIVATIVE

NSE CD CLEARING MEMBER DETAILS		
NAME	CLEARING CODE	SEBI REGISTRATION NO
ORBIS FINANCIAL CORPORATION LIMITED	C51564	INZ000165534

SEBI REGISTRATION NUMBER : INZ000157633

DP SEBIREG No.: IN-DP-392-2018

DP ID: 13023400

Registered Office Address : International Infotech Park, 5th Floor,
Tower No. 3 & 7, Above Vashi Railway Station,
Sector 30, Vashi, Navi Mumbai- 400703.
Tel.: (022) 6182 9500
Website: www.isesec.com
CIN: U67100MH2000PLC123707

Corporate cum Correspondence Office Address : International Infotech Park, 5th Floor,
Tower No. 3 & 7, Above Vashi Railway Station,
Sector 30, Vashi, Navi Mumbai- 400703.
Tel.: (022) 6182 9500
Website: www.isesec.com

Compliance Officer Name : Ranjeet Rajaram More
Phone No : 9920146160
Email Id : ranjeetmore@iseindia.com

For any grievance/dispute please contact stock broker **DAILY GONG FINANCIAL SERVICES LIMITED** at the above address or email at ig@iseindia.com or call on (022) - 61829528. In case not satisfied with the response, please contact the concerned exchange(s). For BSE mail at is@bseindia.com or call on (022) - 22728097, for NSE mail at ignse@nse.co.in or call on (022)-26598190. For MCX Mail at grievance@mcxindia.com or call on (022)-66494070

As per SEBI Circular no. SEBI/HO/MIRSD/POD-1/P/CIR/2024/4 dated January 12, 2024 we have provided a facility for voluntary freezing/blocking the online access of the trading account of clients on account of suspicious activities in accordance with Point no. 4 of the SEBI Circular. Please visit our website www.isesec.com > Home Page > Investors > Refer SI.No.13.

ADDITIONAL KYC FORM FOR OPENING INDIVIDUAL DEMAT ACCOUNT



DAILY GONG FINANCIAL SERVICES LIMITED

Corporate & Registered Office: International Infotech Park, 5th Floor, Tower No. 3 & 7, Above Vashi Railway Station, Sector 30, Vashi, Navi Mumbai- 400703. DP e-mail ID dp@iseindia.com

(To be filled by the Depository Participant)

(DP ID: 23400)

Application No.		Date	D	D	M	M	Y	Y	Y	Y
DP Internal Reference No.										
DP ID		Client ID								

(To be filled by the applicant in **BLOCK LETTERS** In English)

I/We request you to open a demat account in my/ our name as per following details:-

Holders Details

Sole / First Holder's Name		PAN								
		UID								
		UCC								
		Exchange Name & ID								
Second Holder's Name		PAN								
		UID								
Third Holder's Name		PAN								
		UID								

Name *

* In case of Firms, Association of Persons (AOP), Partnership Firm, Unregistered Trust, etc., although the account is opened in the name of the natural persons, the name of the Firm, Association of Persons (AOP), Partnership Firm, Unregistered Trust, etc., should be mentioned above.

Type of Account (Please tick whichever is applicable)

Status	Sub – Status	
<input type="checkbox"/> Individual	<input type="checkbox"/> Individual Resident <input type="checkbox"/> Individual Director's Relative <input type="checkbox"/> Individual Promoter <input type="checkbox"/> Individual Margin Trading A/C (MANTRA)	<input type="checkbox"/> Individual-Director <input type="checkbox"/> Individual HUF / AOP <input type="checkbox"/> Minor <input type="checkbox"/> Others(specify) _____
<input type="checkbox"/> NRI	<input type="checkbox"/> NRI Repatriable <input type="checkbox"/> NRI Repatriable Promoter <input type="checkbox"/> NRI – Depository Receipts	<input type="checkbox"/> NRI Non-Repatriable <input type="checkbox"/> NRI Non-Repatriable Promoter <input type="checkbox"/> Others (specify) _____
<input type="checkbox"/> Foreign National	<input type="checkbox"/> Foreign National <input type="checkbox"/> Foreign National - Depository Receipts <input type="checkbox"/> Others (specify) _____	

Details of Guardian (in case the account holder is minor)

Guardian's Name	PAN
Relationship with the applicant	

I / We instruct the DP to receive each and every credit in my / our account (If not marked, the default option would be 'Yes')	[Automatic Credit] <input type="checkbox"/> Yes <input type="checkbox"/> No
I / We would like to instruct the DP to accept all the pledge instructions in my / our account without any other further instruction from my/our end (If not marked, the default option would be 'No')	<input type="checkbox"/> Yes <input type="checkbox"/> No
Account Statement Requirement	<input type="checkbox"/> As per SEBI Regulation <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Fortnightly <input type="checkbox"/> Monthly
I / We request you to send Electronic Transaction-cum-Holding Statement at the email ID _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
I / We would like to share the email ID with the RTA	<input type="checkbox"/> Yes <input type="checkbox"/> No
I / We would like to receive the Annual Report	<input type="checkbox"/> Physical / <input type="checkbox"/> Electronic / <input type="checkbox"/> Both Physical and Electronic (Tick the applicable box. If not marked the default option would be in Physical)

DP Charges	I/We authorize DAILY GONG FINANCIAL SERVICES LTD to debit DP Charges (including Annual Maintenance Charges) to my/our trading account.
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I/ We wish to receive dividend / interest directly in to my bank account as given below through ECS (If not marked, the default option would be 'Yes') [ECS is mandatory for locations notified by SEBI from time to time]	<input type="checkbox"/> Yes <input type="checkbox"/> No
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DAILY GONG FINANCIAL SERVICES LIMITED

Registered Office: International Infotech Park, Tower No. 3, 5th Floor, Sector-30, Vashi, Navi Mumbai-400 703 Tel: (022) 61829500; DP e-mail: dp@iseindia.com

Trading Client Code		
BOID		Nomination Registration Number (For Office Use)
1st Holder Name		
2nd Holder Name		Date
3rd Holder Name		

I / We hereby nominate the following person(s) who shall receive all the assets held in my / our account in the event of my / our demise, as trustee and on behalf of my / our legal heir(s) *

Nomination Details

	Mandatory Details						Additional Details	
	Name of nominee	Share of nominee (%)**	Relation ship	Postal Address	Mobile number & E-mail	Identity Number ***	D.o.B. of nominee ****	Guardian
Nominee 1								
Nominee 2								
Nominee 3								
Nominee 4								
Nominee 5								
Nominee 6								
Nominee 7								
Nominee 8								
Nominee 9								
Nominee 10								

Nomination Request

Form-DGFSL-BOID-1 3 0 2 3 4 0 0 _____

TRADING CLIENT CODE: _____

*Joint Accounts:

Event	Transmission of Account
Demise of one or more joint holder(s)	Surviving holder(s) through name deletion The surviving holder(s) shall inherit the assets as owners.
Demise of all joint holders simultaneously – having nominee	Nominee
Demise of all joint holders simultaneously – not having nominee	Legal heir(s) of the youngest holder

** If % is not specified, then the assets shall be distributed equally amongst all the nominees. Any odd lot after division / fraction of %, shall be transferred to the first nominee mentioned in the nomination form. (See table in 'Transmission aspects').

*** Provide only number: PAN or Driving License or Aadhaar (last 4 digits). Copy of the document is not required. However, in case of NRI / OCI / PIO, Passport number is acceptable.

**** To be furnished only in following conditions / circumstances:

- Date of Birth (D-O-B): please provide, only if the nominee is minor.
 - Guardian: It is optional for you to provide, if the nominee is minor.
- 1) I / We want the details of my / our nominee to be printed in the statement of holding or statement of account, provided to me/ us by the DP as follows;
(please tick, as appropriate)

Name of nominee(s) Nomination: Yes /No

- 2) I hereby authorize _____ (nominee number) to operate my account on my behalf, in case of my incapacitation in terms of paragraph 3.5 of the circular. He / She is authorized to encash my assets up to _____% of assets in the account or Rs _____ (Optional) (strike off portions that are not relevant) this nomination shall supersede any prior nomination made by me / us, if any.
- 3) Signature(s) – As per the mode of holding in demat account(s)

Name(s) of holder(s)	Signature(s) of holder/ thumb impression	Signature of two witnesses*	Name of Witness & Address (wherever applicable)*
Sole/First Holder (Mr./Ms.)			
Second Holder (Mr./Ms.)			
Third Holder (Mr./Ms.)			

* Signature of two witness (es), along with name and address are required, if the account holder affixes thumb impression, instead of wet signature.

Rights, Entitlement and Obligation of the investor and nominee:

- If you are opening a new demat account, you have to provide nomination. Otherwise, you have to follow procedure as per 3.10 of SEBI Circular:SEBI/HO/OIAE/OIAE_IAD-3/P/ON/2025/01650 Dated:10/01/2025
- You can make nomination or change nominee any number of times without any restriction.
- You are entitled to receive acknowledgement from the DP for each instance of providing or changing nomination.
- Upon demise of the investor, the nominees shall have the option to either continue as joint holders with other nominees or for each nominee(s) to open separate single account.
- In case all your nominees do not claim the assets from the DP, then the residual unclaimed asset shall continue to be with the concerned Depository in case of Demat account.
- You have the option to designate any one of your nominees to operate your account, in case of your physical incapacitation, at any point of time and not just during opening of account. This mandate can be changed any time you choose.

Nomination Request Form – DGFSL

BOID – 1 3 0 2 3 4 0 0 _____

TRADING CLIENT CODE

- The signatories for this nomination form shall be as per mode of holding in the demat account(s) i.e.
 - 'Either or Survivor' Accounts - any one of the holder can sign
 - 'First holder' Accounts - only First holder can sign
 - 'Jointly' Accounts - all holders have to sign

Transmission aspects

- DPs shall transmit the account to the nominee(s) upon receipt of 1) copy of death certificate and 2) completion / updation of KYC of the nominee(s). The nominee is not required to provide affidavits, indemnities, undertakings, attestations or notarization.
- In case of a joint account, for transmission to the surviving joint holder(s) by name deletion, the surviving joint holder(s) shall have the option to update residential address(es), mobile number(s), email address(es), bank account detail(s), annual income and nominee(s), either along with transmission or at a later date. The regulated entity cannot seek KYC documents at the time of transmission, unless it was sought earlier but not provided by the holder.
- Nominee(s) shall extend all possible co-operation to transfer the assets to the legal heir(s) of the deceased investor. In this regard, no dispute shall lie against the DP.

In case of multiple nominees, the assets shall be distributed pro-rata to the surviving nominees, as illustrated below.

% Share as specified by investor at the time of nomination		% assets to be apportioned to surviving nominees upon demise of investor and nominee 'A'			
Nominee	% share	Nominee	% initial share	% of A's share to be apportioned	Total % share
A	60%	A	0	0	0
B	30%	B	30%	45%	75%
C	10%	C	10%	15%	25%
Total	100%	-	40%	60%	100%

Client Wet Sign _____

Client Digital Sign _____



Declaration Form for opting out of Nomination

To,
DAILY GONG FINANCIAL SERVICES LIMITED
Registered Office : International Infotech Park,
Tower No. 7, 5th Floor, Sector-30, Vashi, Navi Mumbai-400 703
Tel : (022) 61829500/518/519/520/551. ;e-mail : dp@iseindia.com

Dear Sir / Madam,

BOID	
Trade Code	
Sole/First Holder Name	
Second Holder Name	
Third Holder Name	

I / We hereby confirm that I / We do not wish to appoint any nominee(s) in my / our MF Folio/ demat account and understand the issues involved in non-appointment of nominee(s) and further are aware that in case of death of all the account holder(s), my / our legal heirs would need to submit all the requisite documents / information for claiming of assets held in my / our MF Folio / demat account, which may also include documents issued by Court or other such competent authority, based on the value of assets held in the MF Folio / demat account.

Name and Signature of the Holders

1. _____ 2. _____ 3. _____

I / We have received and read the Rights and Obligations document and terms & conditions and agree to abide by and be bound by the same and by the Bye Laws as are in force from time to time. I / We declare that the particulars given by me/us above are true and to the best of my/our knowledge as on the date of making this application. I/We agree and undertake to intimate the DP any change(s) in the details / Particulars mentioned by me / us in this form. I/We further agree that any false / misleading information given by me / us or suppression of any material information will render my account liable for termination and suitable action.

	First / Sole Holder or Guardian (In case of Minor)	Second Holder	Third Holder
Name			
Signature			

(Signatures should be preferably in blue ink).

* Marked is Mandatory field

The Depository Participant shall provide acknowledgement of the nomination form to the account holder(s)

===== (Please Tear Here) =====

Acknowledgement Receipt

Application No.:

Date:



We hereby acknowledge the receipt of the Account Opening and nomination Application Form:

Name of the Sole / First Holder	
Name of Second Holder	
Name of Third Holder	

Depository Participant Seal and Signature

===== (Please Tear Here) =====

D P-TARIFF

DATE	D	D	M	M	Y	Y
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BO ID																			
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Type of Service	Tariff w.e.f. 01 st February 2025
Account opening charge	Nil
Custody Charges	Nil
For Individual Account No AMC for Life Time	Interest free Refundable Security Deposit of Rs.6000/-
Annual Maintenance Charges <ul style="list-style-type: none"> • Individual Account • Corporate / Trust / LLP Account • NRI Accounts • BSDA Accounts (NIL upto Rs.4 lacs holding value) 	Rs.400 Rs.1500 Rs.500 Rs.100 (Holding value between Rs.4 lacs & Rs.10 lacs)
KRA-KYC Creation / Modification/ Download	Rs.75/-
Dematerialization / Destat	Minimum Rs.20/- Per Scrip / Per DRF Rs.10/- per certificate + Minimum Courier Charges Rs.50/- or actuals whichever is higher.
Demat / Destat rejection	Rs.30/- per DRF + Courier Charges of Rs.50/-
Rematerialization	Rs.15/- Per Every 100 Shares or part thereof Or Rs.15/- Per Certificate Whichever is higher
Transaction charges (Debit) For PoA Clients	Rs.20/-
Transaction (Debit) For Non-PoA Clients	Rs.40/-
Transaction (Debit) For BSDA Clients	Rs.20/-
Transaction (Credit)	Nil
Failed Transaction	Nil
Pledge Creation/Confirmation / Closure / Closure Confirmation / Margin Pledge /Unpledge.	Rs.24/- per transaction
Pledge Invocation	Rs.60/- per transaction
Re-issue of DIS Booklet	Rs.100/- + Courier Charges Rs.50/-

- Any Modification request/Communication to BO / Statement, a minimum charges of Rs. 50/- or actual courier / postal charges whichever is higher.
- Actual charges for sending consolidated statement of Account (CAS) by CDSL directly to BOs will be debited to respective BOs at the time of billing.
- GST and other applicable taxes/levies are charged in addition to the above mentioned rates.
- Interest free Refundable deposit will be refunded on Closure of Account after adjusting dues if any.
- AMC/Transaction and all other charges are collected upfront. Any delayed payment of charges will be charged 13% p.a.
- BOs are requested to maintain sufficient credit balance in Demat account in order to avoid non execution of delivery instruction slip(s) (DIS) / any other instruction (s)
- DGFSL reserves the right to change the rates from time to time by giving one month notice.

DAILY GONG FINANCIAL SERVICES LIMITED



Corporate Office: International Infotech Park, 5th Floor, Tower No. 3 & 7, Above Vashi Railway Station, Sector 30, Vashi, Navi Mumbai- 400703. Tel.: (022) 6182 9500 Website: www.isesec.com

Registered Office: International Infotech Park, 5th Floor, Tower No. 3 & 7, Above Vashi Railway Station, Sector 30, Vashi, Navi Mumbai- 400703.

DP e-mail ID: dp@iseindia.com <mailto:dp@iseindia.com>

Terms And Conditions - cum -Registration / Modification Form for receiving SMS Alerts from CDSL

[SMS Alerts will be sent by CDSL to BOs for all debits]

Definitions:

In these Terms and Conditions the terms shall have following meaning unless indicated otherwise:

1. "Depository" means central Depository Services (India) Limited a company incorporated in India under the companies Act 1956 and having its registered office at Marathaon Futurex, A-Win, 25th Floor, NM Joshi Marg, Lower Parel, Mumbai - 400 013 and all its branch offices and includes its successors and assigns.
2. 'DP' means Depository Participant of CDSL. The term covers all types of DPs who are allowed to open demat accounts for investors.
3. 'BO' means an entity that has opened a demat account with the depository. The term covers all types of demat accounts, which can be opened with a depository as specified by the depository from time to time.
4. SMS means "Short Messaging Service"
5. "Alerts" means a customized SMS sent to the BO over the said mobile phone number.
6. "Service Provider" means a cellular service provider(s) with whom the depository has entered/will be entering into an arrangement for providing the SMS alerts to the BO.
7. "Service" means the service of providing SMS alerts to the BO on best effort basis as per these terms and conditions

Availability:

1. The service will be provided to the BO at his/her request and at the discretion of the depository. The service will be available to those accountholders who have provided their mobile numbers to the depository through their DP. The services may be discontinued for a specific period/ indefinite period, with or without issuing any prior notice for the purpose of security reasons or system maintenance or for such other reasons as may be warranted. The depository may also discontinue the service at any time without giving prior notice for any reason whatsoever.
2. The service is currently available to the BOs who are residing in India.
3. The alerts will be provided to the BOs only if they remain within the range of the service provider's service area or within the range forming part of the roaming network of the service provider.
4. In case of joint accounts and non-individual accounts the service will be available, only to one mobile number i.e. to the mobile number as submitted at the time of registration/modification.
5. The BO is responsible for promptly intimating to the depository in the prescribed manner any change in mobile number, or loss of handset, on which the BO wants to receive the alerts from the depository. In case of change in mobile number not intimated to the depository, the SMS alerts will continue to be sent to the last registered mobile phone number. The BO agrees to indemnify the depository for any loss or damage suffered by it on account of SMS alerts sent on such mobile number.

Receiving Alerts:

1. The depository shall send the alerts to the mobile phone number provided by the BO while registering for the service or to any such number replaced and informed by the BO from time to time. Upon such registration / change, the depository shall make every effort to update the change in mobile number within a reasonable period of time. The depository shall not be responsible for any event of delay or loss of message in this regard.
2. The BO acknowledges that the alerts will be received only if the mobile phone is in 'ON' and in a mode to receive the SMS. If the mobile phone is in 'Off' mode i.e. unable to receive the alerts then the BO may not get / get after delay any alerts sent during such period.
3. The BO also acknowledges that the readability, accuracy and timeliness of providing the service depend on many factors including the infrastructure, connectivity of the service provider. The depository shall not be responsible for any non-delivery, delayed delivery or distortion of the alert in any way whatsoever.
4. The BO further acknowledges that the service provided to him is an additional facility provided for his convenience and is susceptible to error, omission and/or in accuracy. In case the BO observes any error in the information provided in the alert, the BO shall inform the depository and/ or the DP immediately in writing and the depository will make best possible efforts to rectify the error as early as possible. The BO shall not hold the depository liable for any loss, damages, etc. that may be incurred/ suffered by the BO on account of opting to avail SMS alerts facility.
5. The BO authorizes the depository to send any message such as promotional, greeting or any other message that the depository may consider appropriate, to the BO. The BO agrees to an ongoing confirmation for use of name, email address and mobile number for marketing offers between CDSL and any other entity.
6. The BO agrees to inform the depository and DP in writing of any unauthorized debit to his BO account/ unauthorized transfer of securities from his BO account, immediately, which may come to his knowledge on receiving SMS alerts. The BO may send an email to CDSL at complaints@cdslindia.com. The BO is advised not to inform the service provider about any such unauthorized debit to/ transfer of securities from his BO account by sending a SMS back to the service provider as there is no reverse communication between the service provider and the depository.
7. The information sent as an alert on the mobile phone number shall be deemed to have been received by the BO and the depository shall not be under any obligation to confirm the authenticity of the person(s) receiving the alert.
8. The depository will make best efforts to provide the service. The BO cannot hold the depository liable for non-availability of the service in any manner whatsoever.
9. If the BO finds that the information such as mobile number etc., has been changed without proper authorization, the BO should immediately inform the DP in writing.

Fees:

Depository reserves the right to charge such fees from time to time as it deems fit for providing this service to the BO.

Disclaimer:

The depository shall make reasonable efforts to ensure that the BO's personal information is kept confidential. The depository does not warrant the confidentiality or security of the SMS alerts transmitted through a service provider. Further, the depository makes no warranty or representation of any kind in relation to the system and the network or their function or their performance or for any loss or damage whenever and howsoever suffered or incurred by the BO or by any person resulting from or in connection with availing of SMS alerts facility. The Depository gives no warranty with respect to the quality of the service provided by the service provider. The Depository will not be liable for any unauthorized use or access to the information and / or SMS alert sent on the mobile phone number of the BO or for fraudulent, duplicate or erroneous use/misuse of such information by any third person.

Liability and Indemnity:

The Depository shall not be liable for any breach of confidentiality by the service provider or by any third person due to unauthorized access to the information meant for the BO. In consideration of the depository providing the service, the BO agrees to indemnify and keep safe, harmless and indemnified the depository and its officials from any damages, claims, demands, proceedings, loss, cost, charges and expenses whatsoever which a depository may at any time incur, sustain, suffer or be put to as a consequence of or arising out of interference with or misuse, improper or fraudulent use of the service by the BO.

Amendments:

The depository may amend the terms and conditions at any time with or without giving any prior notice to the BOs. Any such amendments shall be binding on the BOs who are already registered as user of this service.

Governing Law and Jurisdiction:

Providing the Service as outlined above shall be governed by the laws of India and will be subject to the exclusive jurisdiction of the courts in Mumbai.

I/We wish to avail the SMS Alerts facility provided by the depository on my/our mobile number provided in the registration form subject to the terms and conditions mentioned below. I/We consent to CDSL providing to the service provider such information pertaining to account/transactions in my/our account as is necessary for the purposes of generating SMS Alerts by service provider, to be sent to the said mobile number.

I/We have read and understood the terms and conditions mentioned above and agree to abide by them and any amendments thereto made by the depository from time to time. I/We further undertake to pay fees/charges as may be levied by the depository from time to time.

I/We further understand that the SMS alerts would be sent for a maximum four ISINs at a time. If more than four debits take place, the BOs would be required to take up the matter with their DP.

I/We are aware that mere acceptance of the registration form does not imply in any way that the request has been accepted by the depository for providing the service.

I/We provide the following information for the purpose of REGISTRATION / MODIFICATION (Please cancel out what is not applicable).

BOID	1	3	0	2	3	4	0	0									
	(Please write your 8 digits DPID)								(Please write your 8 digit Client ID)								

Sole /First Holder's Name : _____

Second Holder's Name : _____

Third Holder's Name : _____

Mobile Number on which messages are to be sent	+91																
	(Please write only the mobile number without prefixing country code or zero)																

The mobile number is registered in the name of : _____

Email ID : _____
(Please write only ONE valid email ID on which communication, if any, is to be sent)

_____ Signatures	_____ Sole/First Holder	_____ Second Holder	_____ Third Holder
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Place: _____ Date: _____

Annexure 2.7-Rights and Obligations of Beneficial Owner and Depository Participant as prescribed by SEBI and Depositories

General Clause:

1. The Beneficial Owner and the Depository participant (DP) shall be bound by the provisions of the Depositories Act, 1996, SEBI (Depositories and Participants) Regulations, 2018, Rules and Regulations of Securities and Exchange Board of India (SEBI), Circulars / Notifications / Guidelines issued there under, Bye Laws and Business Rules/Operating Instructions issued by the Depositories and relevant notifications of Government Authorities as may be in force from time to time.
2. The DP shall open/activate demat account of a beneficial owner in the depository system only after receipt of complete Account opening form, KYC and supporting documents as specified by SEBI from time to time.

Beneficial Owner information

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

Fees/Charges/Tariff

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

Dematerialization

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

Separate Accounts:

9. The DP shall open separate accounts in the name of each of the beneficial owners and securities of each beneficial owner shall be segregated and shall not be mixed up with the securities of other beneficial owners and/or DP's own securities held in dematerialized form.
10. The DP shall not facilitate the Beneficial Owner to create or permit any pledge and /or hypothecation or any other interest or encumbrance over all or any of such securities submitted for dematerialization and/or held in demat account except in the form and manner prescribed in the Depositories Act, 1996, SEBI (Depositories and Participants) Regulations, 2018 and Byelaws/Operating Instructions/Business Rules of the Depositories.

Transfer of Securities

11. The DP shall effect transfer to and from the demat accounts of the Beneficial Owner only on the basis of an order, instruction, direction or mandate duly authorized by the Beneficial Owner and the DP shall maintain the original documents and the audit trail of such authorizations.
12. The Beneficial Owner reserves the right to give standing instructions with regard to the crediting of securities in his demat account and the DP shall act according to such instructions.
13. The stock broker / stock broker and depository participant shall not directly / indirectly compel the clients to execute Power of Attorney (PoA) or Demat Debit and Pledge Instruction (DDPI) or deny services to the client if the client refuses to execute PoA or DDPI.

Statement of account

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

Manner of Closure of Demat account

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

Default in payment of charges

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

Liability of the Depository

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

Freezing/ Defreezing of accounts

23. The Beneficial Owner may exercise the right to freeze/defreeze his/her demat account maintained with the DP in accordance with the procedure and subject to the restrictions laid down under the Bye Laws and Business Rules/Operating Instructions.
24. The DP or the Depository shall have the right to freeze/defreeze the accounts of the Beneficial Owners on receipt of instructions received from any regulator or court or any statutory authority.
25. The Joint holders are aware that in case of any Statutory Order for freezing any one joint holder, the demat account will be frozen and the other joint holders will have to obtain a specific Order for unfreezing their percentage of joint ownership by submitting the relevant documentary proof to the Order issuing authority

Redressal of Investor grievance

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

Authorized representative

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

Law and Jurisdiction

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

OPTION FORM FOR ISSUE OF DIS BOOKLET

Date

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

DP ID		Client ID	
First Holder Name			
Second Holder Name			
Third Holder Name			

To,
DAILY GONG FINANCIAL SERVICES LIMITED
 International Infotech Park,
 5th Floor, Tower No. 3 & 7,
 Above Vashi Railway Station,
 Sector 30, Vashi,
 Navi Mumbai - 400703

Dear Sir / Madam,

I / We hereby state that: [Select one of the options given below]

 OPTION 1:

I / We require you to issue Delivery Instruction Slip (DIS) booklet to me / us immediately on opening of my / our CDSL account through I / we have issued a Power of Attorney (POA) / registered for eDIS / executed PMS agreement in favour of / with _____ (name of the attorney / Clearing Member / PMS manager) for executing delivery instructions for settling stock exchange trades [settlement related transactions] effected through such Power of Attorney holder - Clearing Member / by PMS manager / for executing delivery instructions through eDIS.

Yours faithfully

	First/Sole Holder	Second Joint Holder	Third Joint Holder
Name			
Signatures			

OR **OPTION 2:**

I / We do not require the Delivery Instruction Slip (DIS) booklet for the time being, since I / We have issued a POA / registered for eDIS / executed PMS agreement in favour of / with _____ (name of the attorney / Clearing Member / PMS manager) for executing delivery instructions for settling stock exchange trades [settlement related transactions] effected through such Power of Attorney Holder - Clearing Member / by PMS manager or for executing delivery instructions through eDIS. However, the Delivery Instruction Slip (DIS) booklet should be issued to me / us immediately on my / our request at any later date.

Yours faithfully

	First/Sole Holder	Second Joint Holder	Third Joint Holder
Name			
Signatures			

..... (Please Tear Here)

Acknowledgement Receipt

Received OPTION FORM FOR ISSUE / NON ISSUE OF DIS BOOKLET from :

DP ID		Client ID	
Name of the Sole / First Holder			
Name of Second Joint Holder			
Name of Third Joint Holder			



Depository Participant Seal and Signature

4. Contact Details (All communications will be sent on provided Mobile No./ Email-ID
(Please see instruction F)

Email ID _____ Mobile _____
Tel. (Off) _____ Tel. (Res) _____

I hereby declare that the aforesaid mobile numbers and email IDs as stated belong to Me or My family
(Family for this purpose means spouse, dependent children, dependent parents).

We would like to register the same E-mail ID i.e. _____ & Mobile No. i.e. _____ for our DGFSL
Demat Account; which is mentioned in our family member's Demat Account opened with you & We don't have any objections regarding the
same. I / We fully understand that any communications made to / alerts and messages sent at those contact details would be deemed to be
sent to and received by me / us and the same shall be binding on me / us.

5. FATCA/CRS Information (Tick if Applicable) Residence for Tax Purpose in Jurisdiction(s) Outside India
(Please refer instruction B)

Additional Details Required* (Mandatory only if above option (5) is ticked)

Country of Jurisdiction of Residence* _____ Country Code of Jurisdiction of Residence as per ISO 3166

Tax Identification Number or equivalent (If issued by Jurisdiction)* _____

Place of Birth* _____ Country of Birth* _____ Country Code as per ISO 3166

Address

Line 1* _____

Line 2 _____ City / Town / Village* _____

District* _____ Pin / Post Code* _____ State / U. T. Code as per Indian Motor Vehicle Act, 1988

State/ UT* _____ Country* _____ Country Code* as per ISO 3166

6. Remarks (If Any)

7. Consent for Aadhaar Authentication

I/we hereby give my/our consent in accordance with Aadhaar Act, 2016 and regulation made there under for (i) Collecting, storing and usage (ii) validating/
authenticating and (iii) updating my / our Aadhaar number in accordance with Aadhaar Act, 2016 and as per the amendment to the Prevention of Money
Laundering (Maintenance of Records) Rules, 2005. I/we hereby give my / our consent for sharing of above Aadhaar details to DAILY GONG FINANCIAL SERVICES LTD where
I/we have an account or to government agencies / stock exchanges / depositories / clearing corporation / Registrar and Transfer Agents.

I/We hereby authorize DGFSL to use my Aadhaar Number and fetch data from UIDAI for verification and to link my Aadhaar Number to my trading / demat account,
biometric and / or One Time Pin (OTP) data (and / or any similar authentication mechanism) for Aadhaar based authentication for availing DGFSL services.

8. Applicant Declaration

- I hereby declare that the details furnished above are true and correct to the best of my/our knowledge and belief and I undertake to inform you of any changes therein, immediately. In case any of the above information is found to be false or untrue or misleading or misrepresenting, I am /we are aware that I/we may be held liable for it. The rules and regulations of the Depository and Depository Participants pertaining to an account which are in force have been read by us and we have understood the same and we agree to abide by and be bound by the rules as are in force from time to time for such accounts.
- I hereby consent to receiving information from Central KYC Registry through SMS/Email on the above registered number/email address.
- I am/We are also aware that for Aadhaar OVD based KYC, my KYC request shall be validated against Aadhaar details. I/We hereby consent to sharing my/our masked Aadhaar card with readable QR code or my Aadhaar XML/Digilocker XML file, along with passcode and as applicable, with KRA and other Intermediaries with whom I have a business relationship for KYC purposes only.
- I/We hereby provide consent to download my/our records from CKYCR/KRA and DGFSL shall retrieve the KYC records online from CKYCR using the KYC Identifier and will not be required to furnish KYC documents. I/we hereby undertake that I/we shall submit required KYC documentations/details if there is a change in the information of the customer as existing in the records of CKYCR/KRA.

(Signature / Thumb Impression)

S2

Signature/ Thumb Impression of Applicant

Date : - - Place : _____

9. Attestation / for Office Use Only

Documents Received Certified Copies E-KYC data received from UIDAI Data received from Offline verification
 Digital KYC Process Equivalent e-document Video Based KYC

In-Person (IPV) Done & Documents verified with originals done by

IPV Date - -

Emp. Name _____

Emp. Code _____

Emp. Designation _____

Institution Details

Name _____ DAILY GONG FINANCIAL SERVICES LTD

Code _____

Emp. Branch _____

(Employee Signature)

(Institution Stamp)



Instructions/Guidelines for filling individual KYC Application Form

General instructions:

1. Self-Certification of documents is mandatory.
2. KYC number of applicant is mandatory for update/change of KYC details.
3. For particular section update, please tick (✓) in the box available before the section number and strike off the sections not required to be updated.
4. Copies of all documents that are submitted need to be compulsorily self-attested by the applicant and accompanied by originals for verification. In case the original of any document is not produced for verification, then the copies should be properly attested by entities authorized for attesting the documents, as per the list mentioned under [I].
5. If any proof of identity or address is in a foreign language, then translation into English is required.
6. Name and Address of the applicant mentioned on the KYC form, should match with the documentary proof submitted.
7. If correspondence & permanent addresses are different, than proofs for both have to be submitted.
8. Sole proprietor must make the application in his individual name & capacity.
9. For non-residents and foreign nationals, (allowed to trade subject RBI and FEMA guidelines), copy of passport/PIO Card/OCI Card and overseas address proof mandatory.
10. In case of Merchant Navy NRIs, Mariner's declaration or certified copy of CDC (Continuous Discharge Certificate) is to be submitted.
11. For opening an account with Depository participant or Mutual Fund, for a minor, photocopy of the School Leaving Certificate/Mark sheet issued by Higher Secondary Board/ Passport of Minor/Birth Certificate must be provided.

A. Clarification/ Guidelines on filling 'Identity Details' section

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

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

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

C. Clarification/ Guidelines on filling 'Proof of Identity [PoI]' section, if PAN Card copy is not enclosed/For PAN exempt investors

1. If driving license number or passport is provided as proof of identity then expiry date is to be mandatorily furnished.
2. Mention identification/ reference number if 'Z- Others (any document notified by the central government)' is ticked.
3. Others – Identity card with applicant's photograph issued by any of the following: Central/ State Government Departments, Statutory/Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions, Colleges affiliate to Universities, Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council etc., to their Members; and Credit cards/Debit cards issued by Banks.
4. Letter issued by a gazette officer, with a duly attested photograph of the person.

D. Clarification/ Guidelines on filling 'Proof of Address [PoA]' section

1. PoA to be submitted only if the submitted PoI does not have an address or address as per PoI is invalid or not in force.
2. State / U.T Code and Pin / Post Code will not be mandatory for Overseas addresses
3. Others includes – Utility bill which is not more than two months old of any service provider (electricity, telephone, post-paid mobile phone, piped gas, water bill); Bank account of Post Office savings bank account statement; Documents issued by Government departments of foreign jurisdictions and letter issued by Foreign Embassy or Mission in India; Identity card with applicant's photograph and address issued by any of the following: Central / State Government Departments, Statutory/Regulatory Authorities, Public Sector Undertaking, Scheduled Commercial Banks, Public Financial Institutions, Colleges affiliated to Universities, Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council, etc., to their Members; and Credit card/Debit cards issued by Banks.

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

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

1. To be filled only in case the PoA is not the local address or address where the customer is currently residing. No separate PoA is required to be submitted.
2. In case of multiple correspondence/local addresses, Please fill 'Annexure A1'
3. Others includes-Utility bill which is not more than two months old of any service provider (electricity, telephone, post-paid mobile phone, piped gas, water bill); Bank account or Post Office savings bank account statement; Documents issued by Government departments of foreign jurisdictions and letter issued by Foreign Embassy or Mission in India; Identity card with applicant's photograph and address issued by any of the following: Central/ State Government Departments, Statutory/Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions, Colleges affiliated to Universities, Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council, etc., to their Members; and Credit cards/Debit cards issued by Banks.

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

1. Please mention two-digit country code and 10 digit mobile number (e.g. for Indian mobile number mention 91-9999999999).
2. Do not add '0' in the beginning of Mobile number.

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

1. Provide KYC number of related person if available.

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

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

I. List of people authorized to attest the documents after verification with the originals:

1. Authorised officials of Asset Management Companies (AMC).
2. Authorised officials of Registrar & Transfer Agent (R&T) acting on behalf of the AMC.
3. KYC compliant mutual fund distributors.
4. Notary Public, Gazetted Officer, Manager of a Scheduled Commercial/Co-operative Bank or Multinational Foreign Banks (Name, Designation & Seal should be affixed on the copy).
5. In case of NRIs, authorized officials of overseas branches of Scheduled Commercial Banks registered in India, Notary Public, Court Magistrate, Judge, Indian Embassy/ Consulate General in the country where the client resides are permitted to attest the documents.
6. Government authorised officials who are empowered to issue Apostille Certificates.

J. List of people authorized to perform In Person Verification (IPV):

1. Authorised officials of Asset Management Companies (AMC).
2. Authorised officials of Registrar & Transfer Agent (R&T) acting on behalf of the AMC.
3. KYD compliant mutual fund distributors.
4. Manager of a Scheduled Commercial/Co-operative Bank or Multinational Foreign Banks (for investors investing directly).
5. In case of NRI applicants, a person permitted to attest documents, may also conduct the In Person Verification and confirm this in the KYC Form.

K. PAN Exempt Investor Category

1. Investments (including SIP's), in Mutual Fund schemes upto INR 50,000/- per investor per year per Mutual Fund.
2. Transactions undertaken on behalf of Central/State Government, by officials appointed by Courts, e.g., Official liquidator, Court receiver, etc.
3. Investors residing in the state of Sikkim.
4. UN entities/multilateral agencies exempt from paying taxes/filing tax returns in India.

List of Two-Digit state / U.T Codes as per Indian Motor Vehicle Act, 1988

State / U.T	Code	State / U.T	Code	State / U.T	Code
Andaman & Nicobar	AN	Himachal Pradesh	HP	Pondicherry	PY
Andhra Pradesh	AP	Jammu & Kashmir	JK	Punjab	PB
Arunachal Pradesh	AR	Jharkhand	JH	Rajasthan	RJ
Assam	AS	Karnataka	KA	Sikkim	SK
Bihar	BR	Kerala	KL	Tamil Nadu	TN
Chandigarh	CH	Lakshadweep	LD	Telangana	TS
Chattisgarh	CG	Madhya Pradesh	MP	Tripura	TR
Dadra and Nagar Haveli	DN	Maharashtra	MH	Uttar Pradesh	UP
Daman & Diu	DD	Manipur	MN	Uttarakhand	UA
Delhi	DL	Meghalaya	ML	West Bengal	WB
Goa	GA	Mizoram	MZ	Other	XX
Gujarat	GJ	Nagaland	NL		
Haryana	HR	Orissa	OR		

List of ISO 3166 Two-Digit Country Code

Country	Country Code	Country	Country Code	Country	Country Code
Algeria	AF	Dominican Republic	DO	Libya	LY
Algeria	AF	Ecuador	EC	Liechtenstein	LI
Algeria	AF	Egypt	EG	Lithuania	LT
Algeria	AF	El Salvador	SV	Luxembourg	LU
Algeria	AF	Equatorial Guinea	GG	Macao	MO
Algeria	AF	Eritrea	ER	Macedonia, the former Yugoslav Republic of	MK
Algeria	AF	Estonia	EE	Madagascar	MG
Algeria	AF	Ethiopia	ET	Malawi	MW
Algeria	AF	Falkland Islands (Malvinas)	FK	Malaysia	MY
Algeria	AF	Faroe Islands	FO	Maldives	MV
Algeria	AF	Finland	FI	Mali	ML
Algeria	AF	France	FR	Malta	MT
Algeria	AF	French Guiana	GF	Marshall Islands	MH
Algeria	AF	French Polynesia	PF	Martinique	MQ
Algeria	AF	French Southern Territories	TF	Mauritania	MR
Algeria	AF	Galles	GA	Mauritius	MU
Algeria	AF	Gambia	GM	Mexico	MX
Algeria	AF	Georgia	GE	Moldova, Republic of	MD
Algeria	AF	Germany	DE	Monaco	MC
Algeria	AF	Ghana	GH	Mongolia	MN
Algeria	AF	Gibraltar	GI	Montenegro	ME
Algeria	AF	Greenland	GL	Morocco	MA
Algeria	AF	Guatemala	GU	Mozambique	MZ
Algeria	AF	Haiti	HT	Nicaragua	NI
Algeria	AF	Honduras	HN	Niger	NE
Algeria	AF	Hong Kong	HK	Nigeria	NG
Algeria	AF	Hungary	HU	Norway	NO
Algeria	AF	India	IN	Northern Mariana Islands	MP
Algeria	AF	Indonesia	ID	Oman	OM
Algeria	AF	Iran, Islamic Republic of	IR	Pakistan	PK
Algeria	AF	Iraq	IQ	Palestine, State of	PS
Algeria	AF	Ireland	IE	Panama	PA
Algeria	AF	Israel	IL	Papua New Guinea	PG
Algeria	AF	Italy	IT	Paraguay	PY
Algeria	AF	Jamaica	JA	Peru	PE
Algeria	AF	Japan	JP	Philippines	PH
Algeria	AF	Jersey	JE	Pitcairn	PN
Algeria	AF	Jordan	JO	Poland	PL
Algeria	AF	Kazakhstan	KZ	Portugal	PT
Algeria	AF	Kenya	KE	Puerto Rico	PR
Algeria	AF	Kiribati	KI	Qatar	QA
Algeria	AF	Korea, Democratic People's Republic of	KP	Reunion (Reunion)	RE
Algeria	AF	Korea, Republic of	KR	Romania	RO
Algeria	AF	Kuwait	KW	Russian Federation	RU
Algeria	AF	Kyrgyzstan	KG	Rwanda	RW
Algeria	AF	Laos	LA	Saint Barthélemy (Saint-Barthélemy)	BL
Algeria	AF	Latvia	LV	Saint Helena, Ascension and Tristan da Cunha	SH
Algeria	AF	Lebanon	LB	Saint Kitts and Nevis	KN
Algeria	AF	Lesotho	LS	Saint Lucia	LC
Algeria	AF	Liberia	LR	Saint Martin (French part)	MF

DAILY GONG FINANCIAL SERVICES LIMITED

ANNEXURE-1

Declaration for Common Mobile Number and EMAIL ID in a Family Account.

To,

DAILY GONG FINANCIAL SERVICES LIMITED

Date:

International Infotech Park, 5th Floor, Tower No. 3 & 7,
Above Vashi Railway Station, Sector 30, Vashi, Navi Mumbai- 400703.

Dear Sirs,

Re: Opening of Trading and Demat Account.

With reference to my /our application for opening of a Trading and Demat account with you, I / We hereby declare that I / We want all the SMS and E-Mail alerts on the following Email ID and Mobile No. which are mentioned below respectively as per SEBI Circular No. CIR/JMIRSD/15/2011 dated August 02, 2011.

Demat Account No. _____

Email ID: _____

Mobile No:

Further, I / We confirm that the above details which have been provided by us belong to our Family Member (Clients belonging to one family where family would mean self, spouse, dependent children and dependent parents) whose details have been provided by us as under:

Name of the family Member: _____

Relationship with the Client: _____

Trading account with **DAILY GONG FINANCIAL SERVICES LIMITED** (if Any): _____

I / We also confirm that this request has been given to the Stock Broker / Commodity Broker under exceptional circumstances as I / We am / are dependent on our family member whose details have been mentioned in this declaration (above) and I / We further confirm that I / We don't have any objection to this and I / We give full consent in this regard.

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

Thanking You,

Yours Faithfully,

Signature of the Client:

Client Name: _____

Client Code: _____

NOTE: Family members includes self, spouse, dependent children and dependent parents.

Date :

CLIENT DEFAULTER DECLARATION

I, _____ having PAN no. _____

do hereby declare that I have not been involved in any terrorist activity and I have not been declared as defaulter or my name is not appearing in defaulter database as per SEBI / Various Exchanges / Regulatory Information Bureau of India Ltd.) etc. bodies / CIBIL (Credit Information Bureau of India Ltd.) etc.

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



(Signature of Client)

Client Code: _____

Name: _____ CDSL DEMAT ACC:13023400 _____ **With DGFSL**

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

PMLA POLICY DECLARATION

I/We _____ having the trading code no. _____
CDSL DEMAT ACC:13023400 _____ **With DGFSL**

confirm and declare that I/We had read and understood the contents and the provisions of the PMLA Act, 2002 and it was also explained by DGFSL official. I/We further declare that I/We shall adhere to the rules and regulations and requirements mentioned in the PMLA Act, 2002. I/We aware that the said PMLA policy is available in your website www.isesec.com

Yours faithfully,



Signature _____

Name of the Client _____

By ticking this box you express your consent for processing your personal information for undertaking of online KYC to establishing account based relationship with DAILY GONG FINANCIAL SERVICES LTD

TRADING ACCOUNT

KNOW YOUR CLIENT (KYC) APPLICATION FORM

For Individuals

Please fill this form in ENGLISH and in BLOCK LETTERS

A. IDENTITY DETAILS										
Name of the Applicant	First Name									
	Middle Name									
	Last Name									
Father's / Spouse Name	First Name									
	Middle Name									
	Last Name									
Mother's Name										
Gender	Male <input type="checkbox"/>		Female <input type="checkbox"/>		Marital Status			Single <input type="checkbox"/>		Married <input type="checkbox"/>
Date of Birth	D	D	M	M	Y	Y	Y	Y	Nationality	
Status	Resident Individual <input type="checkbox"/>			Non Resident <input type="checkbox"/>			Foreign National <input type="checkbox"/>			
PAN										
Unique identification Number (UID) / Aadhaar, if any										
Specify the proof of identity submitted										
PAN CARD										



Details of Guardian (In case the account holder is minor)

Guardian's Name		PAN							
Relationship with the applicant									

B. ADDRESS DETAILS

Address for Correspondence									
	City/Town/Village								
	State		Pin Code						
Contact Details	Phone (Off.)		Country						
	Phone (Res.)		Mobile No.:						
	Fax		Email id:						

*Please note that investor will receive alerts on their E-mail/Mobile, directly from stock exchanges for the transactions generated

Specify the proof of address submitted for correspondence address:	Aadhar								
Permanent Address <i>(If different from above or overseas address, mandatory for Non-Resident Applicant)</i>									
	City/Town/Village		Pin Code						
	State		Country						
Specify the proof of address submitted for permanent address:	Aadhar								

DECLARATION

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

Signature of the Applicant _____

Date: _____ (dd/mm/yyyy)

FOR OFFICE USE ONLY

- (Originals verified) True copies of documents received
- (Self-Attested) Self Certified Document copies received

Signature of the Authorised Signatory _____

Date: _____ (dd/mm/yyyy)




Seal/Stamp of the intermediary

INSTRUCTIONS | CHECK LIST FOR FILLING KYC FORM

A. IMPORTANT POINTS:

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

B. Proof of Identity(POI): list of documents admissible as Proof of Identity:

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

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

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

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

D. Exemptions/clarifications to PAN

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

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

E. list of people authorized to attest the documents:

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

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

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

TRADING ACCOUNT RELATED DETAILS

For Individuals & Non-Individuals

A. Bank Account Details (in order of preference)

Details	Bank 1	Bank 2
Bank Name		
Branch Address		
Bank A/c Number		
Account Type (SB/CA/NRE/NRO)	SB <input type="checkbox"/> CA <input type="checkbox"/> NRE <input type="checkbox"/> NRO <input type="checkbox"/>	SB <input type="checkbox"/> CA <input type="checkbox"/> NRE <input type="checkbox"/> NRO <input type="checkbox"/>
MICR No.		
IFSC Code * (MANDATORY)		
Default <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

NRI (Applicable for NRI/FN Clients only)

RBI Ref. No.

RBI Approval Date --

* Please attach copy of permission for dealing in Securities from Authorised Dealer (Bank)/RBI Approval

B. Depository Account(s) Details

Details	DP1	DP2
Depository Participant Name		
Depository Name (NSDL/CDSL)		
Beneficiary name		
DP ID		
Beneficiary ID (BO ID)		
Default <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

C. OTHER DETAILS (MANDATORY INCOME AND NETWORTH)

Gross Annual Income Details (please specify) Income Range per annum	<input type="checkbox"/> Below Rs 1 Lacs <input type="checkbox"/> 1-5 lacs <input type="checkbox"/> 5-10 Lacs <input type="checkbox"/> 10-25 Lacs <input type="checkbox"/> Above 25 Lacs
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or

Net-worth as on (date)	D	D	M	M	2	0	Y	Y	Amount	
------------------------	---	---	---	---	---	---	---	---	--------	--

Net worth should not be older than 1 year

Occupation (Please tick & give brief details)	Private Sector <input type="checkbox"/> Public Sector <input type="checkbox"/> Government Service <input type="checkbox"/> Business <input type="checkbox"/> Professional <input type="checkbox"/> Agriculturist <input type="checkbox"/> Retired <input type="checkbox"/> Housewife <input type="checkbox"/> Student <input type="checkbox"/> Others _____
Name of Employer (If Employed)	

Name of Establishment (If self employed/ business/professional/others)							
Office Address	City		Pin Code				
	State		Country				
	Fax No.		Telephone No.				
	Please tick, if applicable:						
		Politically Exposed Person (PEP) <input type="checkbox"/>					
		Related to a Politically Exposed Person (PEP) <input type="checkbox"/>					
Any other information							

D. TRADING PREFERENCES

Please sign in the relevant boxes where you wish to trade. Please strike off the segment not chosen by you.

Exchanges	All Segments	
NSE <input type="checkbox"/>	Cash / Mutual Fund <input type="checkbox"/>	△
BSE <input type="checkbox"/>	F&O <input type="checkbox"/>	△
	Currency <input type="checkbox"/>	△
	Debt <input type="checkbox"/>	△
MCX <input type="checkbox"/>	Commodity Derivatives <input type="checkbox"/>	△

If you do not wish to trade in any of segments / Mutual Fund, please mention here _____

E. PAST ACTIONS

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

Yes

No

If yes attach annexure giving details.

F. DEALINGS THROUGH AUTHORISED PERSONS AND OTHER STOCK BROKERS

If client is dealing through the authorised person, provide the following details:

Authorised person's Name	
AP Registration number	
Registered office address:	

Phone		Fax:	
Website:			
Whether dealing with any othe multiple stock brokers/authorised person (in case dealing with multiple stock brokers/authorised person, provide details of all) <input type="checkbox"/> Yes <input type="checkbox"/> No			
Name of Stock Broker: _____			
Name of Authorised Person if any: _____			
Client Code _____		Exchange _____	
Details of disputes/dues pending from/to such stock broker/Authorised Person _____			

Details of authorised persons to deal in securities on behalf of company firm and others in case of non individuals clients

Name of the authorised person	
Designation	
PAN No.	
UID	
Residential Address	
Signature	X
Any other information	

G. ADDITIONAL DETAILS	
Mode of receiving contract notes (please tick)	<input type="checkbox"/> Physical contract note <input type="checkbox"/> Electronic contract note
Specify your email ID if applicable	
Whether you wish to avail Internet Trading (please Specify and Sign)	<input type="checkbox"/> Yes <input type="checkbox"/> No © _____
Whether you wish to avail Wireless Technology (please Specify and Sign)	<input type="checkbox"/> Yes <input type="checkbox"/> No © _____
No of years of investment / Trading experience	

H. INTRODUCER DETAILS (optional)			
Name of the introducer	(Surname)	(Name)	(Middle Name)
Address			
Phone No.	PAN No.:		
Status / Relationship of introducer with DAILY GONG FINANCIAL SERVICES LIMITED.	<input type="checkbox"/> Authorised Person	<input type="checkbox"/> Others	
	<input type="checkbox"/> Existing client	Please Specify _____	
Signature of the Introducer	X		

DECLARATION

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

Place _____

Date _____

Signature of Client / (all)

Authorized Signatory (ies)

[Handwritten Signature]



FOR OFFICE USE ONLY

UCC Code allotted to the Client: _____

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

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

Handwritten signature

Signature of the Authorised Signatory



Date: _____

Seal/Stamp of the stock broker

INSTRUCTIONS/CHECK LIST

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

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

2. Copy of cancelled cheque leaf/ pass book/bank statement specifying name of the constituent MICR Code or/and IFSC Code of the bank should be submitted.
3. Demat master or recent holding statement issued by DP bearing name of the client.
4. For individuals:
 - a. Stock broker has an option of doing 'in-person' verification through web camera at the branch office of the stock broker/ authorized person's office
 - b. In case of non-resident clients, employees at the stock broker's local office, overseas, can do 'in-person' verification. Further, considering the infeasibility of carrying out 'in-person' verification of the non-resident clients by the stock brokers at all, attestation of KYC documents by Notary Public, Court, Magistrate, Judge, Local Banker, Indian Embassy / Consulate General in the country where the client resides may be permitted.
5. For non-individuals:
 - a. Form need to be initialized by all the authorized signatories.
 - b. Copy of Board Resolution or declaration (on the letterhead) naming the persons authorized to deal in securities on behalf of company/firm/other's and their specimen signatures.

RIGHTS AND OBLIGATIONS OF STOCK BROKERS, AUTHORISED PERSONS AND CLIENTS as prescribed by SEBI and Stock Exchanges

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

CLIENT INFORMATION

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

MARGINS

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

TRANSACTIONS AND SETTLEMENTS

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

BROKERAGE

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

LIQUIDATION AND CLOSE OUT OPPOSITION

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

DISPUTE RESOLUTION

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

TERMINATION OF RELATIONSHIP

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

ADDITIONAL RIGHTS AND OBLIGATIONS

30. The stock broker shall ensure due protection to the client regarding client's rights to dividends, rights or bonus shares, etc. in respect of transactions routed through it and it shall not do anything which is likely to harm the interest of the client with whom and for whom they may have had transactions in securities.
31. The stock broker and client shall reconcile and settle their accounts from time to time as per the Rules, Regulations, Bye Laws, Circulars, Notices and Guidelines issued by SEBI and the relevant Exchanges where the trade is executed.
32. The stock broker shall issue a contract note to his constituents for trades executed in such format as may be prescribed

by the Exchange from time to time containing records of all transactions including details of order number, trade number, trade time, trade price, trade quantity, details of the derivatives contract, client code, brokerage, all charges levied etc. and with all other relevant details as required therein to be filled in and issued in such manner and within such time as prescribed by the Exchange. The stock broker shall send contract notes to the investors within one working day of the execution of the trades in hard copy and/or in electronic form using digital signature.

33. The stock broker shall make pay out of funds or delivery of securities, as the case may be, to the Client within one working day of receipt of the payout from the relevant Exchange where the trade is executed unless otherwise specified by the client and subject to such terms and conditions as may be prescribed by the relevant Exchange from time to time where the trade is executed.
34. The stock broker shall send a complete 'Statement of Accounts' for both funds and securities in respect of each of its clients in such periodicity and format within such time, as may be prescribed by the relevant Exchange, from time to time, where the trade is executed. The Statement shall also state that the client shall report errors, if any, in the Statement within such time as may be prescribed by the relevant Exchange from time to time where the trade was executed, from the receipt thereof to the Stock broker.
35. The stock broker shall send daily margin statements to the clients. Daily Margin statement should include, inter-alia, details of collateral deposited, collateral utilized and collateral status (available balance/due from client) with break up in terms of cash, Fixed Deposit Receipts (FDRs), Bank Guarantee and securities.
36. The Client shall ensure that it has the required legal capacity to, and is authorized to, enter into the relationship with stock broker and is capable of performing his obligations and undertakings hereunder. All actions required to be taken to ensure compliance of all the transactions, which the Client may enter into shall be completed by the Client prior to such transaction being entered into.

ELECTRONIC CONTRACT NOTES (ECN)

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

LAW AND JURISDICTION

43. In addition to the specific rights set out in this document, the stock broker, authorized person and the client shall be entitled to exercise any other rights which the stock broker or the client may have under the Rules, Bye-laws and Regulations of the Exchanges in which the client chooses to trade and circulars/notices issued there under or Rules and Regulations of SEBI.
44. The provisions of this document shall always be subject to Government notifications, any rules, regulations, guidelines and circulars/notices issued by SEBI and Rules, Regulations and Bye laws of the relevant stock exchanges, where the trade is executed, that may be in force from time to time.

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

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

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

RISK DISCLOSURE DOCUMENT FOR CAPITAL MARKET AND DERIVATIVES SEGMENTS

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

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

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

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

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

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

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

1. BASIC RISKS:

1.1 Risk of Higher Volatility:

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

1.2 Risk of Lower Liquidity:

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

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

1.3 Risk of Wider Spreads:

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

1.4 Risk-reducing orders:

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

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

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

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

1.5 Risk of News Announcements:

News announcements that may impact the price of stock/derivatives contract may occur during trading, and when combined with lower liquidity and higher volatility, may suddenly cause an unexpected positive or negative movement in the price of the security/contract.

1.6 Risk of Rumors:

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

1.7 System Risk:

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

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

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

1.8 System/Network Congestion:

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

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

2.1 Effect of "Leverage" or "Gearing":

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

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

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

C. Under certain market conditions, an investor may find it difficult or impossible to execute transactions. For example, this situation can occur due to factors such as illiquidity i.e. when there are insufficient bids or offers or suspension of trading due to price limit or circuit breakers etc.

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

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

2.2 Currency specific risks:

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

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

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

2.3 Risk of Option holders:

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

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

2.4 Risks of Option Writers:

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

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

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

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

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

4. GENERAL

4.1 The term 'constituent' shall mean and include a client, a customer or an investor, who deals with a stock broker for the purpose of acquiring and/or selling of securities / derivatives contracts through the mechanism provided by the Exchanges.

4.2 The term 'stock broker' shall mean and include a stock broker, authorised person or a stock broker, who has been admitted as such by the Exchanges and who holds a registration certificate from SEBI.

GUIDANCE NOTE- DO's AND DON'Ts FOR TRADING ON THE EXCHANGE(S) FOR INVESTORS

BEFORE YOU BEGIN TO TRADE

1. Ensure that you deal with and through only SEBI registered intermediaries. You may check their SEBI registration certificate number from the list available on the Stock exchanges www.nseindia.com/www.bseindia.com www.mcx-sx.com and SEBI website www.sebi.gov.in.
2. Ensure that you fill the KYC form completely and strike off the blank fields in the KYC form.
3. Ensure that you have read all the mandatory documents viz. Rights and Obligations, Risk Disclosure Document, Policy and Procedure document of the stock broker.
4. Ensure to read, understand and then sign the voluntary clauses, if any, agreed between you and the stock broker. Note that the clauses as agreed between you and the stock broker cannot be changed without your consent.
5. Get a clear idea about all brokerage, commissions, fees and other charges levied by the broker on you for trading and the relevant provisions/guidelines specified by SEBI/Stock exchanges.
6. Obtain a copy of all the documents executed by you from the stock broker free of charge.
7. In case you wish to execute Power of Attorney (POA) in favour of the Stock broker, authorizing it to operate your bank and demat account, please refer to the guidelines issued by SEBI/Exchanges in this regard.

TRANSACTIONS AND SETTLEMENTS

8. The stock broker may issue electronic contract notes (ECN) if specifically authorized by you in writing. You should provide your email id to the stock broker for the same. Don't opt for ECN if you are not familiar with computers.
9. Don't share your internet trading account's password with anyone.
10. Don't make any payment in cash to the stock broker.
11. Make the payments by account payee cheque in favour of the stock broker. Don't issue cheques in the name of authorised person. Ensure that you have a documentary proof of your payment/deposit of securities with the stock broker, stating date, scrip, quantity, towards which bank/demat account such money or securities deposited and from which bank/ demat account.
12. Note that facility of Trade verification is available on stock exchanges' websites, where details of trade as mentioned in the contract note may be verified. Where trade details on the website do not tally with the details mentioned in the contract note, immediately get in touch with the Investors Grievance Cell of the relevant Stock exchange.
13. In case you have given specific authorization for maintaining running account, payout of funds or delivery of securities (as the case may be), may not be made to you within one working day from the receipt of payout from the Exchange. Thus, the stock broker shall maintain running account for you subject to the following conditions:
 - a) Such authorization from you shall be dated, signed by you only and contains the clause that you may revoke the same at anytime.
 - b) The actual settlement of funds and securities shall be done by the stock broker, at least once in a calendar quarter or month, depending on your preference. While settling the account, the stock broker shall send to you a 'statement of accounts' containing an extract from the client ledger for funds and an extract from the register of securities displaying all the receipts/deliveries of funds and securities. The statement shall also explain the retention of funds and securities and the details of the pledged shares, if any.
 - c) on the date of settlement, the stock broker may retain the requisite securities/funds towards outstanding obligations and may also retain the funds expected to be required to meet derivatives margin obligations for next 5 trading days, calculated in the manner specified by the exchanges. In respect of cash market transactions, the stock broker may retain entire pay-in obligation of funds and securities due from clients as on date of settlement and for next day's business, he may retain funds/securities/margin to the extent of value of transactions executed on the day of such settlement in the cash market.

- d) You need to bring any dispute arising from the statement of account or settlement so made to the notice of the stock broker in writing preferably within 7 (seven) working days from the date of receipt of funds/securities or statement, as the case may be. In case of dispute, refer the matter in writing to the Investors Grievance Cell of the relevant Stock exchanges without delay.
14. In case you have not opted for maintaining running account and pay-out of funds/securities is not received on the next working day of the receipt of payout from the exchanges, please refer the matter to the stock broker. In case there is dispute, ensure that you lodge a complaint in writing immediately with the Investors Grievance Cell of the relevant stock exchange.
15. Please register your mobile number and email id with the stock broker, to receive trade confirmation alerts/details of the transactions through SMS or email, by the end of the trading day, from the stock exchanges.

IN CASE OF TERMINATION OF TRADING MEMBERSHIP

16. In case, a stock broker surrenders his membership, is expelled from membership or declared a defaulter; Stock exchanges gives a public notice inviting claims relating to only the "transactions executed on the trading system" of Stock exchange, from the investors. Ensure that you lodge a claim with the relevant Stock exchanges within the stipulated period and with the supporting documents.
17. Familiarize yourself with the protection accorded to the money and/or securities you may deposit with your stock broker, particularly in the event of a default or the stock broker's insolvency or bankruptcy and the extent to which you may recover such money and/or securities may be governed by the Bye-laws and Regulations of the relevant Stock exchange where the trade was executed and the scheme of the Investors' Protection Fund in force from time to time.

DISPUTES/ COMPLAINTS

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

POLICIES & PROCEDURE

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. Depending on the market condition and RMS policy of the company, the company reserves 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 and may refuse to execute/allow execution of orders due to but not limited to the reason of lack of margin/securities or the order being outside the limits set by stock broker/exchange/SEBI and any other reasons which the stock broker may deem appropriate in the circumstances. The client agrees that the losses, if any on account of such refusal or due to delay caused by such review, shall be borne exclusively by the client alone.

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 VAFI based margining system of the stock exchange and/or margin defined by RMS based on their risk perception. The payout of securities will be released after considering all liabilities / obligations (including unsettled transactions). Client may sell shares held by him in demat account, for which PoA has been provided to stock broker, without giving margin.

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 not making payment of their payin/margin obligation on time as per the exchange requirement /schedule at the rate of 11⁰⁰% per month.

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.

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 & borne 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 or 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) Auction Close out Policy

If the scrip is internally short, then DGFSL will consider the highest traded price for the said scrip from the trading day to the auction day or 10% above the official closing price on the auction day, whichever is higher for internal close out and accordingly, debit and credit the defaulting seller and the buyer respectively. In BSE Segment as per norms DAILY GONG FINANCIAL SERVICES LIMITED charges 1% penalty on auction rate to the selling client.

l) Exchange Auction close-out policy for Market Shortages

Exchange Shortages: If Client not able to deliver pay in obligation to the exchange, then it will be considered as Exchange shortage, Accordingly DAILY GONG FINANCIAL SERVICES LIMITED follows close out procedure as detailed in NSE/BSE Exchanges Auction close-out policies which is provided vide ISS circular No.19-20/ISS/CNS/7327/NK dated December 11, 2019.

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

In case of purchase of securities in cash segment and clear funds not received by the broker. We will transfer the shares to Client Unpaid Securities Account (CUSPA) on T+1 from where it will be compulsorily squared off on T+1+5 day if clear funds are not received clearing the debit of T day. All expenses and losses due to square off will be charged as payable to client ledger. Shares sold on T day will be marked for early pay-in by system at 4:30 P.M. on the same day if the said shares are available in the client beneficiary or CUSPA account or client collateral account or our collateral account. So if client wishes to square off on T+1 day he should inform us before 4 P.M. of T day. It will be done on best effort basis only and the broker will not be liable if shares do get marked for early pay-in. Margin will be imposed if shares are NOT marked in early pay-in.

h) Temporarity 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. 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 mandatory document, the stock broker shall be entitled to deregister 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/funacy 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 mandatory document;
- (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 a period of 365 days. Calculation will be done on every day and those clients who have not traded even a single time will be considered 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 not claim any loss for such failures.

Client Acceptance of Policies and Procedures stated here in above:

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.

MANDATORY**TARIFF SHEET**

Equity Segment (Subject to a ceiling of 2.5% of the turnover)

	First Leg%	Second Leg%	Minimum Paise
1. Same day square off	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. Delivery	Buy/Sell Side % <input type="text"/>	Minimum Paise <input type="text"/>	

Futures segment (Subject to a ceiling of 2.5% of the turnover)

1. Carryover trades	Buy/Sell side% <input type="text"/>	
2. Same day square off	First Leg% <input type="text"/>	Second Leg% <input type="text"/>

Options segment (Subject to a ceiling of 2.5% of premium or Rs. 100 per lot) whichever is higher

1. Carryover trades	Buy/Sell side Rs. Per lot <input type="text"/>
2. Same day square off	Buy/Sell side Rs. Per lot <input type="text"/>

CURRENCY AND COMMODITIES DERIVATIVES

CURRENCY	Buy/Sell side% per lot <input type="text"/>	Buy/Sell side Rs. per lot <input type="text"/>
COMMODITIES	Buy/Sell side% per lot <input type="text"/>	Buy/Sell side Rs. per lot <input type="text"/>

I hereby authorize the broker DAILY GONG FINANCIAL SERVICES LIMITED to debit the pledge creation and closure charges and all other DP charges to my broking account as per Tariff given below:

Type	CDSL	NSDL (as charged by Bank Of India (BOI) to us)*
Pledge	Rs.24 per ISIN	Rs.60 per ISIN
Un-Pledge	Rs.24 per ISIN	Rs.60 per ISIN
Total	Rs.48 per ISIN	Rs.120 per ISIN

Client © _____

NON MANDATORY RIGHTS & OBLIGATION

1. The Client shall ensure that placing an order with the Authorised person, including a market order, does not guarantee execution of the order. The Authorised person has absolute right to reject any order that may be placed by the Client for any reason whatsoever, including breach of the requirement of maintaining the prescribed margin/ deposit with the authorised person.
2. **CLIENT REGISTRATION:** The Authorised person shall ensure that the Client fills the Client Registration Form complete in all respects along with relevant documents and other related aspects as mentioned in the said Client Registration Form which is annexed to this account opening kit. The Authorised Person shall forward the duly completed Client Registration Form to the Stock Broker along with this Agreement.
3. **ORDER MODIFICATION, CANCELLATION AND TRADE CONFIRMATION:** The Client shall ensure that the orders that are placed on the Authorised person which have to be in writing and put through the automated trading system of Exchange by the Stock Broker/Authorised person as may result into trade upon the matching of the order in the automated trading system of Exchange and upon such matching, the trade confirmation slip or contract note or bill or contract note-cum bill shall be provided to the Client, by hand delivery, fax, post, courier or e-mail on such terms and conditions as may be stipulated in this regard.

In the event the Client desires to modify / cancel an order placed by him / it earlier, the same shall be informed to the Authorised person / Stock Broker in writing, through fax or e-mail to the Authorised person/Stock Broker.

The Client shall ensure that his / its request / instruction for modification / cancellation of an order entered into the automated trading system of the Stock Exchange may be executed on a "best effort basis" by the Authorised Person/Stock Broker and there is no guarantee that the earlier order shall be so modified / cancelled.

The Client shall ensure that it is his / its responsibility to check the trade confirmations, contract notes, bills or statement of accounts immediately upon their receipt. All details contained therein shall be binding upon the Client, if the Client does not object in writing to any of the details immediately. In all cases, the Stock Broker reserves the right to determine the validity of any objection issued by the Client with respect to the transactions reported in the trade confirmations, contract notes, bills or statement of accounts. It is further agreed by the Client that the Stock Broker shall not be responsible for any nonreceipt of trade confirmations, contract notes, bills or statement of accounts, due to any change in the postal address or e-mail address of the Client, which has not been

intimated to the Stock Broker and the Authorised Person.

4. **DIGITALLY SIGNED CONTRACT NOTES:** The Client shall ensure that if he/it so desires, the Stock Broker may provide the digitally signed contract notes, bills, statement of accounts etc. through internet or at the e-mail address of the Client or any other electronic mode.
 - i. Should the Client experience any difficulty in opening a document delivered electronically by the Stock Broker, the Stock Broker may make the delivery of the said documents once again by any other electronic means (e-mail, electronic mail attachment or in the form of download) within 48 hours after the first instance of delivery and the same shall serve as an affirmation that the Client was able to receive and open the said document.
 - ii. In case the Stock Broker is not able to provide the Contract Notes to its Client through internet due to any unforeseen technical or operational problems, the Stock Broker shall ensure that the contract notes are sent to the client in physical form, as per the time schedule stipulated in By-laws, Rules and Regulations of the Stock Broker.
 - iii. The Client shall ensure to take necessary steps to ensure confidentiality and secrecy of the login name and password. Unless the Client lodges a complaint with the Stock Broker within 48 hours from the execution of the trades as regards his inability to access his documents it would be presumed that contract notes and all other documents have been properly delivered.
 - iv. The Client shall ensure that the Stock Broker fulfills its legal obligation to deliver to the Client any such document if it is sent via electronic mode.
 - v. The Client shall ensure that non-receipt of bounced mail notification by the stock Broker shall amount to delivery of contract note at the e-mail ID of the client.
5. **SHORTAGES:** The Client is aware that in case of purchase of securities by him / it, the Stock Broker may at times be unable to deliver the securities to the Client on the pay-out day due to non-receipt of the securities from the Stock Exchange or from other Clients of the Stock Broker who may have sold the said securities. In such a case, the securities shall be delivered to the Client as per the procedures formed by the Stock Broker from time to time.

"Internal Shortage: In case of Close out it will be at the highest price prevailing in the exchange from the day of trading till the auction day or 10% above the official closing price on the auction day, whichever is higher."

6. CLIENT'S AUTHORIZATION: The Client authorizes the Stock Broker, should the Stock Broker deem it necessary, to buy, sell or close out any part or all of the trades done by the Client in his/her account with the Stock Broker. Any and all losses, financial charges and/or incidental expenses incurred by the Stock Broker or the authorized person acting for or on behalf of the Stock Broker in such purchase, sale or close-out transactions, shall at the discretion of the Stock Broker, be re-imbursed by the Client or charged to or borne by the Client or deducted by the Stock Broker from the monies and/or collaterals/margins of the Client available with the Stock Broker.

7. MARGINS: The authorized person shall ensure that the Client pays initial margin up-front on or before creating a position in any specific segment of Exchange and such initial margin payable by the Client to the Stock Broker may be higher than that payable by the Stock Broker to Exchange from time to time. It is further agreed that the Client shall be liable to pay or receive daily margins depending upon whether the price of the trades/transactions moves for or against the position taken by the Client. The authorized person shall ensure that the Client also pays withholding margins, special margins or such other margins as are considered necessary by the Stock Broker or the Stock Exchange from time to time.

The authorized person and the Client shall ensure that the Stock Broker shall be entitled to charge interest at 1.5% per month maximum as per the procedures, the debit balance in the collateral/margin and settlement account of the Client with the Stock Broker. Without prejudice to the foregoing, the Stock Broker shall be entitled to refuse execution of any orders of the Client until such time as the Client has deposited adequate collaterals/margins or funds into the collateral/ margin account or settlement account, as the case may be, to the satisfaction of the Stock Broker. The Client shall ensure that except for the first and exclusive interest created by the Client in favor of the Stock Broker, without the prior written consent of the Stock Broker, it shall not cause and/or allow any collaterals/ margins or funds or securities deposited with the Stock Broker to be or become the subject matter of any lien or pledge or encumbrances of any nature whatsoever with any other person or entity.

The authorized person and the Client shall ensure to confirm that all collaterals/margins or funds or securities owned by the Client singly or jointly and deposited with the Stock Broker for the purpose of securing the dealings obligations of the Client as aforesaid are fully satisfied of the Client shall be subject to a continuing security, lien and set off for the discharge and satisfaction of the obligations or liabilities of the Client to the Stock Broker and /or any other individual, partnership, corporation, company, organization, association, trust or other entity acting for or on behalf of the Stock Broker. The Stock Broker may hold such collaterals/margins or funds

or securities until the dues and/or obligation and the Client shall remain liable for any deficiency in relation to the Stock Broker that may arise in relation to the Stock Broker after applying the proceeds of such collaterals/margins or funds or securities.

The authorized person and the Client shall authorize the Stock Broker to deposit with any Depository Participant, Clearing House, any custodian or any other such authority authorized for this purpose under the applicable laws, all or part of the collaterals/ margins or funds or securities placed by the Client with the Stock Broker as security for the purpose of operation of this voluntary document, until such time as the Client becomes eligible for delivery or refund, as the case may be, of such collaterals/ margins or funds or securities.

The Stock Broker reserves the right in its sole and absolute discretion to collect additional margins even though not imposed by Exchange and/or SEBI and the Client shall be required to pay such additional margins to the Stock Broker and the authorized person shall ensure that the said additional margins are paid by the Client to the Stock Broker.

8. TRANSACTIONS AND SETTLEMENTS: The authorized person and the Client shall ensure to confirm that

- a) unless the Stock Broker otherwise permits, all orders for purchase and/or sale of securities shall result in payment in the case of a purchase transaction and delivery of securities in the case of a sale transaction.
- b) The Stock Broker shall be entitled to offset the purchase value of a purchase transaction against the proceeds of a sale transaction of the Client.

9. OBLIGATION IN THE EVENT OF SHORT DELIVERY

In the event of the authorized person makes a short sale of any securities on the instructions of the Client and the Client fails to deliver the securities either, fully or in part, to the Stock Broker, The Client and the authorized person jointly and severally shall be responsible for any loss / difference arising out of auctions / close-outs on account of such non-delivery or delay in delivery of securities by the Client that may be sustained by the Stock Broker as a result of such failure of the Client to deliver the securities.

Notwithstanding the aforesaid, the Stock Broker shall be entitled in its discretion to effect a short delivery to the Client for a purchase transaction, inter alia, where the counter-parties, being the seller(s) in the said transaction(s) deliver(s) short to Exchange and Exchange is not able to buy-in the securities falling short on behalf of the defaulting party and therefore closes out the transaction as per the Rules, Bye-laws and Regulations of Exchange.

10. DISCHARGE OF OBLIGATION AND COMPLIANCE BY THE CLIENT:

The Client shall undertake to

- a. discharge his / its obligations with respect to payment for the business done in a timely manner, so as to enable the Stock Broker to meet its obligations to Exchange, the Clearing House, Clearing Corporation etc.
- b. otherwise be fully responsible for all of its dealings payments and orders.

The Client and the authorised person shall be liable for all such obligations/liabilities as may arise due to non-fulfilment of any obligations / liabilities by the Stock Broker towards Exchange or any other regulatory authority due to the non-compliance by the Client or his / its obligations / liabilities to or through the Stock Broker.

11. RESTRICTIONS AND REGULATION OF DEALINGS:

The Stock Broker shall at its discretion, decide from time to time, the volume of business which, the Client introduced by the authorised person may transact during any trading day or during any period on the Stock Exchange. The Stock Broker shall have absolute discretion to reduce the volume of business of the Client or restrict dealings of the Client without any prior notice to the Client or authorised person, inter alia having regard to

- i) volatility in the market;
- ii) impending price sensitive announcements;
- iii) any restrictions in relation to volume of trading / outstanding business or margins stipulated by the Stock Exchange;
- iv) political instability in the country;
- v) presence of any other price sensitive factors;
- vi) failure by the Client to maintain the applicable collaterals / margins; and / or
- vii) delays by the Client in meeting his / its obligations / dues relating to the business / dealings done under this agreement or pursuant to any other agreement between the Client and the Stock Broker.

12. LIQUIDATION / CLOSE OUT OF POSITIONS:

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 without any further intimation or notice to the Client or authorised person for non-payment of margins or other amounts due from the Client to the Stock Broker, Exchange Clearing House, the Clearing Corporation, the Depository Participant handling the securities of the Client, or the authorised person. Any and all losses, financial charges and / or incidental expenses incurred by the Stock Broker on account of such liquidation / close out shall be reimbursed by the Client and/or Authorised Person/charged to and borne by the Client and / or the Authorised person/ deductible by the Stock Broker from the monies and/ or collateral margins or funds or securities of the Client or brokerage of the authorised person available with the Stock Broker.

13. In case there is any delay in making funds payable by the Client to the Stock Broker, it shall be the responsibility and obligation of the Authorised Person to make the payments to the Stock Broker on behalf of the Client.

14. In case payment for any settlement is not received by the Stock Broker from the Client within 5 days from the payout date, the Stock Broker shall have full liberty / right and is entitled to sell off the securities purchased against the Client and liquidate any collateral margins deposited by the Client at the cost and risk of the Client and/or the authorised person.

15. In case the shares sold by the Client in any settlement are not received by the authorised person or received beyond the time limit prescribed in the Business Rules framed by the Stock Broker, any losses / differences arising out of auctions / close-outs on account of such non delivery or delay in delivery of securities by the Client to the Stock Broker shall be at the cost and risk and to the account of the Client and / or the Authorised Person.

16. The Client shall ensure that he / it shall be bound by the Rules, Regulations and Bye-laws of the holding company of the Stock Broker.

17. The Client shall ensure that he/it shall not at any time during the validity of the voluntary document act as an agent or unregistered intermediary and that all transactions done by him/it shall be only for himself or itself and not for any other person or entity.

18. The Client and the authorised person shall ensure that they shall be liable to pay to the Stock Broker, interest at 1.5% per month maximum as per the procedure framed from time to time by the Stock Broker on any amount outstanding from the Client to the stock Broker.

19. The Client and the authorised person shall ensure to pay to Stock Broker all charges for operation of the DP accounts maintained with DAILY GONG FINANCIAL SERVICES LIMITED DP and for other services rendered by the Stock Broker or any of its agents to the Client and authorized person, as may be intimated by the Stock Broker from time to time. The client and the sub broker agrees to debit the DP charges to the Trading Account of the client maintained with DAILY GONG FINANCIAL SERVICES LIMITED.

20. **SHARING OF INFORMATION:** The Client shall immediately furnish information to the Stock Broker and the authorised person in writing about any event that is likely to have an adverse effect on the financial position of the Client.

Upon receipt of information from the Client as aforesaid, the Stock Broker shall be entitled to take such action to protect its own interest, including, without limitation, liquidating / closing out all outstanding positions of the Client under limitation to the authorised person. Any and all losses, financial charges and/or incidental expenses incurred by the Stock Broker on account of such liquidation / close out shall be reimbursed by the Client and/or authorised person/ charged to and borne by the Client and/or the authorised person/deductible

by the Stock Broker from the monies and/or collateral margins or securities of the Client or brokerage of the authorised person available with Stock Broker.

Similarly, the Stock Broker shall inform the Client through the authorised person or directly in such mode as may be stipulated in the Business Rules framed by the Stock Broker about the following within a reasonable time:-

- i. The trade / transactions and the contracts executed and the associated obligations of the Client.
- ii. The daily settlement position and daily obligations of the client in relation to his/its dealings in the different segments of the stock exchange through the Stock Broker; and
- iii. The account of the client with the stock broker.

21. EFFECT OF ATTACHMENT: The stock broker shall not be liable for refusing to obey orders given by or for the client with respect to any account(s) of the client with the stock Broker which has or have been subject to attachment in any legal proceedings or under any applicable law for the time being in force against the client and the stock broker shall not be under any obligation to contest the validity of such attachment or sequestration. Further, the client shall be liable to indemnify the stock broker from and against any losses or expenses suffered and/or incurred by the Stock Broker as a result of such attachment.

22. SEVERABILITY: In the event of any provisions of this non-mandatory rights and obligations being held to be invalid, unenforceable or illegal for any reason, such invalidity, unenforceability or illegality shall attach only to such provision or condition and this non-mandatory rights and obligations shall remain otherwise in full force apart from the said provision, which will be deemed deleted. The validity of the remaining provisions and conditions shall not be affected thereby and this rights and obligations shall be carried out as if any such invalid or unenforceable provision or condition was not contained herein. The Stock Broker shall however attempt to replace the deleted provision with a legally valid provision that reflects the same purpose as the deleted provision to the greatest extent possible.

23. NO WAIVER: Any failure and/or delay on the part of the Stock Broker to insist on strict compliance/exercise with any of the terms, conditions and provisions of this rights and obligations or a continued course of such conduct shall at no time operate as waiver, in full or part, of such terms, conditions, provisions, powers and/or rights. All such powers, remedies and/or rights are cumulative and not exclusive to any other powers, remedies and/or rights that the Stock Broker may otherwise have.

24. FORCE MAJEURE: The Stock Broker shall not be responsible for any losses, costs or damages resulting directly or indirectly from:

- (i) action, omission, suspension of trading decision

or ruling of the Stock Exchange or regulatory, governmental or other body or of any other person which is beyond the Stock Broker's control (including Exchange, Clearing House, Clearing Corporation, etc.) or

- (ii) any war, strike, lock-out natural disaster, act of terrorism, delay in postal services or any other delay or inaccuracy in the transmission of order or other information or any breakdown, failure or malfunctioning of any telecommunication or computer system.
- (iii) The Stock broker is not liable for delayed or non-delivery of funds and securities caused due to Any virus or malware or ransomware crippling the back office or front office systems.

25. COMMUNICATIONS AND NOTICES:

(1) All notices or communications issue under this rights and obligations shall be served in any one or more or all of the following ways under (a) to (f) below and such notices or communications shall be served at the ordinary business address and / or ordinary place of residence and / or last known postal address of the party in anyone or more of the following ways.

(a) by post (b) by registered post (c) under certificate of posting (d) by express delivery post (e) affixing it on the door at the last known business or residential address (f) by advertising it in at least one prominent daily newspaper having circulation in the area where the last known business or residential address of the party is situated (g) by a notice Posted on the notice board of the Stock Exchange if no address be known (h) by electronic mail or fax (i) by hand delivery.

(2) Any communication / notice posted on the website www.isecsec.com shall be deemed to have been properly delivered or served to the authorised person or the Client.

(3) Any communication sent by the Stock Broker to the Client or the authorised person shall be deemed to have been properly delivered or served, even if such communication is returned to the Stock Broker as unclaimed / refused / undelivered, if the same is sent to the ordinary business address and /or ordinary place of residence and /or last known address of the party, in anyone or more of the ways as mentioned in clause 25 (1) above.

26. SETTLEMENT OF CLAIMS: For any illegal acts or unfair trade practices of the Client, if penalty is levied on or any loss be suffered by the Stock Broker, the Stock Broker shall pass on the said penalty or fine or exemplary damages that are levied by Exchange to the Client which shall be paid / adjusted from the balances, if any, of the Client lying with the Stock-Broker.

- 27. AMENDMENT:** The Stock Broker may from time to time amend the this rights and obligations if required, for complying with any change in statute regulation or the requirements of any competent authority or if required under its corporate policies. The same shall be intimated to the Client by the Stock Broker or directly in writing, which shall be part and parcel of this rights and obligations. In case the Client continues to deal with the authorised person subsequent to the implementation of such amendment, it shall be deemed that the Client is agreeable to the new clauses.
- 28. JURISDICTION OF COURTS:** All trades, transactions and contracts are subject to the Rules, Bye-laws and Regulations of the Stock Exchange on which the trades have been executed and the parties to such trade shall be deemed to have submitted themselves to the Jurisdictions of the Forum Constituted as per the provisions of the Rules, Bye-laws and Regulations of the Stock Exchange for settling disputes/ claim/ difference, if any arising out of the trade /transactions.
29. The client, authorised person and the stock broker shall ensure that any dispute / claim / difference arising out of any transaction done or entered in to between them which are not maintainable before the Forum Constituted in such cases, the exclusive jurisdiction of Courts is Mumbai.
- 30. INVESTMENT ADVICE:**
- 30.1 The Client shall acknowledge that the Stock Broker is not liable to provide him with any legal, tax investment accounting advice or advice regarding the suitability or profitability of a security or investment.
- 30.2 The Client shall also acknowledge that the Stock Broker's employees are not authorized to give any such advice and that the Client will not solicit or rely upon any advice from the Stock Broker or any of its employees.
- 30.3 The Client shall ensure that in the event of the Stock Broker or any employee or official of the Stock Broker providing any information to the Client, the Client may act upon the same at the sole risk and cost of the Client and the Stock Broker shall not be liable or responsible for the same.
- 30.4 The Client assumes full responsibility with respect to his investment decisions and transactions.
- 30.5 The Stock Broker, its officers, its directors, partners, employees, agents and affiliates will have no liability with respect any investment decisions or transactions of the Client.
- 30.6 The Client shall always keep himself abreast of all the requirements to be complied by him / it under various laws, as may be applicable and the rules, regulations, directions, circulars, notifications or guidelines issued under or pursuant to the relevant laws.
31. Words importing the masculine gender include the feminine gender and vice-versa and neutral gender in the case of companies, corporations, firms, etc.
32. Words and expressions which are used in this rights and obligations, but which are not defined herein, shall unless the context otherwise require have the same meaning as assigned thereto in the Rules, Bye-laws and Regulations of Exchange and the circulars issued thereunder.
33. Client agrees that all the KYC details may be used for my DP & TRADING Account with DAILYGONG FINANCIAL SERVICES LIMITED and vice versa.
34. The client understands that the broker is liable to store records only for 5 years and so may not be in a position to provide documents older than 5 years – either in physical neither nor in electronic form.

RISK DISCLOSURE DOCUMENT FOR CAPITAL MARKET AND DERIVATIVES SEGMENTS

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

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

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

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

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

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

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

1. BASIC RISKS:

1.1 Risk of Higher Volatility:

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

1.2 Risk of Lower Liquidity:

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

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

1.3 Risk of Wider Spreads:

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

1.4 Risk-reducing orders:

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

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

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

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

1.5 Risk of News Announcements:

News announcements that may impact the price of stock/derivatives contract may occur during trading, and when combined with lower liquidity and higher volatility, may suddenly cause an unexpected positive or negative movement in the price of the security/contract.

1.6 Risk of Rumors:

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

1.7 System Risk:

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

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

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

1.8 System/Network Congestion:

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

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

2.1 Effect of "Leverage" or "Gearing":

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

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

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

C. Under certain market conditions, an investor may find it difficult or impossible to execute transactions. For example, this situation can occur due to factors such as illiquidity i.e. when there are insufficient bids or offers or suspension of trading due to price limit or circuit breakers etc.

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

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

2.2 Currency specific risks:

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

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

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

2.3 Risk of Option holders:

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

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

2.4 Risks of Option Writers:

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

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

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

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

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

4. GENERAL

4.1 The term 'constituent' shall mean and include a client, a customer or an investor, who deals with a stock broker for the purpose of acquiring and/or selling of securities/derivatives contracts through the mechanism provided by the Exchanges.

4.2 The term 'stock broker' shall mean and include a stock broker, authorised person or a stock broker, who has been admitted as such by the Exchanges and who holds a registration certificate from SEBI

RUNNING ACCOUNT AUTHORISATION

Date: _____

DAILY GONG FINANCIAL SERVICES LIMITED

International Finance Park, 5th Floor, Tower No. 3 & 7,
Above Vashi Railway Station, Sector 30,
Vashi, Navi Mumbai- 400703

We, are/are dealing through you as a client in Capital Market and/or Future & Option segment and/or Currency Derivatives segment / Commodity Derivatives segment & in order to facilitate ease of operations and upfront requirement of margin for trade I authorize you as under:

1. We request you to maintain running balance in my/our account & retain the credit balance in any of my/our account and to use the unused funds towards my/our margin/any other future obligation(s) in any segment(s) of any of all the Exchange(s)/Clearing corporation unless I/We instruct you otherwise.
2. We request you to settle my fund and securities account
 - Once in financial Month
 - Once in a financial Quarter
 (Tick whichever is preferred) or such other higher period as allowed by SEBI/Stock Exchange time to time, as specified by me/Us in your Back office System, except the funds given towards collaterals/margin.

We understand that settlement amount shall be subject to retention of requisite securities / funds towards outstanding obligations and margins in my account calculated in the manner specified by SEBI/ Exchanges where I / we trade and as per details mentioned in the "Statement of Account" at the time of settlement.

3. I/We confirm you that I/We will bring to your notice any dispute arising from the statement of account or settlement to 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.
4. I/We confirm you that I/We can revoke the above mentioned authority at any time by giving a notice in writing to you.

Client Name: _____ Signature _____

Client Code: _____ PAN No. _____

Witness (1) Name _____ Signature _____

(2) Name _____ Signature _____

RIGHTS AND OBLIGATIONS OF MEMBERS, AUTHORIZED PERSON AND CLIENTS

as prescribed by SEBI and Commodity Exchanges

1. The client shall invest/trade in those commodities /contracts/other instruments admitted to dealings on the Exchanges as defined in the Rules, Byelaws and Business Rules/ Regulations of Exchanges/ SEBI and circulars/notices issued there under from time to time.
2. The Member, Authorized Person and the client shall be bound by all the Rules, Byelaws and Business Rules of the Exchange and circulars/notices issued there under and Rules and Regulations of SEBI and relevant notifications of Government authorities as may be in force from time to time.
3. The client shall satisfy himself of the capacity of the Member to deal in commodities and/or deal in derivatives contracts and wishes to execute its orders through the Member and the client shall from time to time continue to satisfy itself of such capability of the Member before executing orders through the Member.
4. The Member shall continuously satisfy itself about the genuineness and financial soundness of the client and investment objectives relevant to the services to be provided.
5. The Member shall take steps to make the client aware of the precise nature of the Member's liability for business to be conducted, including any limitations, the liability and the capacity in which the Member acts.
6. Requirements of professional diligence
 - a. The Member must exercise professional diligence while entering into a financial contract or discharging any obligations under it.
 - b. "professional diligence" means the standard of skill and care that a Member would be reasonably expected to exercise towards a Client, commensurate with-
 - i. honest market practice;
 - ii. the principle of good faith;
 - iii. the level of knowledge, experience and expertise of the Client;
 - iv. the nature and degree of risk embodied in the financial product* or financial service being availed by the Client; and
 - v. the extent of dependence of the Client on the Member.
7. *Commodity derivative contract
The Authorized Person shall provide necessary assistance and co-operate with the Member in all its dealings with the client(s).

CLIENT INFORMATION

8. The client shall furnish all such details in full as are required by the Member in "Account Opening Form" with supporting details, made mandatory by commodity exchanges/SEBI from time to time.
 9. The client shall familiarize himself with all the mandatory provisions in the Account Opening documents. Any additional clauses or documents specified by the Member shall be non- mandatory; therefore, subject to specific acceptance by the client
 10. The client shall immediately notify the Member in writing if there is any change in the information in the 'account opening form' as provided at the time of account opening and thereafter; including the information on winding up petition/insolvency petition or any litigation which may have material bearing on his capacity. The client shall provide/update the financial information to the Member on a periodic basis.
 - 11A. Protection from unfair terms in financial contracts**
 - a. An unfair term of a non-negotiated contract will be void.
 - b. A term is unfair if it
 - i. causes a significant imbalance in the rights and obligations of the parties under the financial contract, to the detriment of the Client; and
 - ii. is not reasonably necessary to protect the legitimate interests of the Member.
 - c. The factors to be taken into account while determining whether a term is unfair, include
 - i. the nature of the financial product or financial service dealt with under the financial contract;
 - ii. the extent of transparency of the term;
- **contracts offered by commodity exchanges
- iii. the extent to which the term allows a Client to compare it with other financial contracts for similar financial products or financial services; and

- iv. the financial contract as a whole and the terms of any other contract on which it is dependent.
- d. A term is transparent if it
 - i. is expressed in reasonably plain language that is likely to be understood by the Client;
 - ii. is legible and presented clearly; and
 - iii. is readily available to the Client affected by the term.
- e. If a term of a financial contract is determined to be unfair under point 11.A.c, the parties will continue to be bound by the remaining terms of the financial contract to the extent that the financial contract is capable of enforcement without the unfair term.

11B

- a. "Non-negotiated contract" means a contract whose terms, other than the terms contained in point 11.C. (given below) are not negotiated between the parties to the financial contract and includes
 - i. a financial contract in which, relative to the Client, the Member has a substantially greater bargaining power in determining terms of the financial contract; and
 - ii. a standard form contract.
- b. "Standard form contract" means a financial contract that is substantially not negotiable for the Client, except for the terms contained in point 11.C.
- c. Even if some terms of a financial contract are negotiated in form, the financial contract may be regarded as a non negotiated contract if so indicated by
 - i. an overall and substantial assessment of the financial contract; and
 - ii. the substantial circumstances surrounding the financial contract
- d. In a claim that a financial contract is a non-negotiated contract, the onus of demonstrating otherwise will be on the Member.

11C

- a. The above does not apply to a term of a financial contract if it
 - i. defines the subject matter of the financial contract;
 - ii. sets the price that is paid, or payable, for the provision of the financial product or financial service under the financial contract and has been clearly disclosed to the Client; or
 - iii. is required, or expressly permitted, under any law or regulations.
- b. The exemption under point 11.C does not apply to a term that deals with the payment of an amount which is contingent on the occurrence or non-occurrence of any particular event.

12

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

13A

Protection of personal information and confidentiality

- a. "Personal information" means any information that relates to a Client or allows a Client's identity to be inferred, directly or indirectly, and includes
 - i. name and contact information;
 - ii. biometric information, in case of individuals
 - iii. information relating to transactions in, or holdings of, financial products
 - iv. information relating to the use of financial services; or
 - v. such other information as may be specified.

13B

- a. A Member must
 - i. not collect personal information relating to a Client in excess of what is required for the provision of a financial product or financial service;
 - ii. maintain the confidentiality of personal information relating to Clients and not disclose it to a third party, except in a manner expressly permitted under point 13.B.b.;
 - iii. make best efforts to ensure that any personal information relating to a Client that it holds is accurate, up to date and complete;
 - iv. ensure that Clients can obtain reasonable access to their personal information, subject to any exceptions that the Regulator may specify; and
 - v. allow Clients an effective opportunity to seek modifications to their personal information to ensure that the personal information held by the Member is accurate, up to date and complete.
- b. A Member may disclose personal information relating to a Client to a third party only if

- i. it has obtained prior written informed consent of the Client for the disclosure, after giving the Client an effective opportunity to refuse consent;
- ii. the Client has directed the disclosure to be made;
- iii. the Regulator has approved or ordered the disclosure, and unless prohibited by the relevant law or regulations, the Client is given an opportunity to represent under such law or regulations against such disclosure;
- iv. the disclosure is required under any law or regulations, and unless prohibited by such law or regulations, the Client is given an opportunity to represent under such law or regulations against such disclosure;
- v. the disclosure is directly related to the provision of a financial product or financial service to the Client, if the Member
 - 1. informs the Client in advance that the personal information may be shared with a third party; and
 - 2. makes arrangements to ensure that the third party maintains the confidentiality of the personal information in the same manner as required under this Part; or
- vi. the disclosure is made to protect against or prevent actual or ed potential fraud, unauthorised transactions or claims, if the Member arranges with the third party to maintain the confidentiality of the personal information in the manner required under this Part.-
- c. "Third party" means any person other than the concerned Member, including a person belonging to the same group as the Member.

14.A. Requirement of fair disclosure both initially and on continuing basis

- a. Member must ensure fair disclosure of information that is likely to be required by a Client to make an informed transactional decision.
- b. In order to constitute fair disclosure, the information must be provided
 - i. sufficiently before the Client enters into a financial contract, so as to allow the Client reasonable time to understand the information;
 - ii. in writing and in a manner that is likely to be understood by a Client belonging to a particular category; and
 - iii. in a manner that enables the Client to make reasonable comparison of the financial product or financial service with other similar financial products or financial services.
- c. The types of information that must be disclosed to a Client in relation to a financial product or financial service, which may include information regarding
 - i. main characteristics of the financial product or financial service, including its features, benefits and risks to the Client;
 - ii. consideration to be paid for the financial product or financial service or the manner in which the consideration is calculated;
 - iii. existence, exclusion or effect of any term in the financial product or financial contract;
 - iv. nature, attributes and rights of the Member, including its identity, regulatory status and affiliations;
 - v. contact details of the Member and the methods of communication to be used between the Member and the Client;
 - vi. rights of the Client to rescind a financial contract within a specified period; or
 - vii. rights of the Client under any law or regulations.

14.B.

- a. Member must provide a Client that is availing a financial product or financial service provided by it, with the following continuing disclosures
 - i. any material change to the information that was required to be disclosed under point 14.A at the time when the Client initially availed the financial product or financial service;
 - ii. information relating to the status or performance of a financial product held by the Client, as may be required to assess the rights or interests in the financial product or financial service; and
 - iii. any other information that may be specified.
- b. A continuing disclosure must be made
 - i. within a reasonable time-period from the occurrence of any material change or at reasonable periodic intervals, as applicable; and
 - ii. in writing and in a manner that is likely to be understood by a Client belonging to that category.

MARGINS

- 15. The client shall pay applicable initial margins, withholding margins, special margins or such other margins as are considered necessary by the Member 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 Member is permitted in its sole and absolute discretion to collect additional margins (even though not required by the Exchange or SEBI) and the client shall be obliged to pay such margins within the stipulated time.

16. The client understands that payment of margins by the client does not necessarily imply complete satisfaction of all dues. In spite of consistently having paid margins, the client may, on the settlement of its trade, be obliged to pay (or entitled to receive) such further sums as the contract may dictate/require.

TRANSACTIONS AND SETTLEMENTS

17. The client shall give any order for buy or sell of commodities derivatives contract in writing or in such form or manner, as may be mutually agreed between the client and the Member however ensuring the regulatory requirements in this regard are complied with. The Member shall ensure to place orders and execute the trades of the client, only in the Unique Client Code assigned to that client.
18. The Member shall inform the client and keep him apprised about trading/settlement cycles, delivery/payment schedules, any changes therein from time to time, and it shall be the responsibility in turn of the client to comply with such schedules/procedures of the relevant commodity exchange where the trade is executed.
19. The Member shall ensure that the money 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 Member for himself/itself or for any other client or for any purpose other than the purposes mentioned in Rules, circulars, notices, guidelines of SEBI and/or Rules, Business Rules, Bye-laws, circulars and notices of Exchange.
20. Where the Exchange(s) cancels trade(s) suo moto all such trades including the trade/s done on behalf of the client shall ipso facto stand cancelled, Member shall be entitled to cancel the respective contract(s) with client(s).
21. The transactions executed on the Exchange are subject to Rules, Byelaws and Business Rules and circulars/notices issued thereunder of the Exchanges where the trade is executed and all parties to such trade shall have submitted to the jurisdiction of such court as may be specified by the Byelaws and Business Rules of the Exchanges where the trade is executed for the purpose of giving effect to the provisions of the Rules, Byelaws and Business Rules of the Exchanges and the circulars/ notices issued thereunder.

BROKERAGE

22. The Client shall pay to the stock broker brokerage and statutory levies as are prevailing from time to time and as per the rules, regulations and bye-laws of the relevant stock exchanges and/or rules and regulations of SEBI.

LIQUIDATION AND CLOSE OUT OF POSITION

23. Without prejudice to the Member's other rights (including the right to refer a matter to arbitration), the client understands that the Member 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.
24. In the event of death or in solvency of the client or his/its otherwise becoming incapable of receiving and paying for or delivering or transferring commodities which the client has ordered to be bought or sold, Member may close out the transaction of the client and claim losses, if any, against the estate of the client. The client or his nominees, successors, heirs and assignee shall be entitled to any surplus which may result there from. The client shall note that transfer of funds/commodities in favor of a Nominee shall be valid discharge by the Member against the legal heir.

DISPUTE RESOLUTION

25. The Member shall co-operate in redressing grievances of the client in respect of all transactions routed through it.
26. The client and the Member shall refer any claims and/or disputes with respect to deposits, margin money, etc., to arbitration as per the Rules, Byelaws and Business Rules of the Exchanges where the trade is executed and circulars/notices issued thereunder as may be in force from time to time.
27. The client/Member understands that the instructions issued by an authorized representative for dispute resolution, if any, of the client/Member shall be binding on the client/Member in accordance with the letter authorizing the said representative to deal on behalf of the said client/Member.
28. Requirement for each Member to have an effective grievance redress mechanism which is accessible to all its Clients
- A Member must have in place an effective mechanism to receive and redress complaints from its Clients in relation to financial products or financial services provided by it, or on its behalf, in a prompt and fair manner.
 - A Member must inform a Client, at the commencement of relationship with the Client and at such other time when the information is likely to be required by the Client, of
 - the Client's right to seek redress for any complaints; and
 - the processes followed by the Member to receive and redress complaints from its Clients.

29A Suitability of advice for the Client

Right to receive advice that is suitable taking into account the relevant personal circumstances of the Client, such as the Client's financial circumstances and needs. This obligation would apply to persons who render advice to Clients and the regulator may specify categories of financial products and services that necessarily require such advice to be given.

- a. A Member must
 - i. make all efforts to obtain correct and adequate information about the relevant personal circumstances of a Client; and
 - ii. ensure that the advice given is suitable for the Client after due consideration of the relevant personal circumstances of the Client.
 - b. If it is reasonably apparent to the Member that the available information regarding the relevant personal circumstances of a Client is incomplete or inaccurate, the Member must warn the Client of the consequences of proceeding on the basis of incomplete or inaccurate information.
 - c. If a Client intends to avail of a financial product or financial service that the Member determines unsuitable for the Client, the Member
 - i. must clearly communicate its advice to the Client in writing and in a manner that is likely to be understood by the Client; and
 - ii. may provide the financial product or financial service requested by the Client only after complying with point 29.A. a and obtaining a written acknowledgement from the Client.
30. Dealing with conflict of interest
- In case of any conflict between the interests of a Client and that of the Member, preference must be given to the Client interests.
- a. A member must
 - i. provide a Client with information regarding any conflict of interests, including any conflicted remuneration that the Member has received or expects to receive for making the advice to the Client; and
 - ii. give priority to the interests of the Client if the Member knows, or reasonably ought to know, of a conflict between
 - 1. its own interests and the interests of the Client; or
 - 2. the interests of the concerned Member and interests of the Client, in cases where the Member is a financial representative.
 - b. The information under point 16a.i. must be given to the Client in writing and in a manner that is likely to be understood by client and written acknowledgement of the receipt of the information should be obtained from the Client.
 - c. In this section, "conflicted remuneration" means any benefit, whether monetary or non-monetary, derived by a Member from persons other than Clients, that could, under the circumstances, reasonably be expected to influence the advice given by the Member to a Client.

TERMINATION OF RELATIONSHIP

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

ADDITIONAL RIGHTS AND OBLIGATIONS

- 34. The Member and client shall reconcile and settle their accounts from time to time as per the Rules, Business Rules, Bye Laws, Circulars, Notices and Guidelines issued by SEBI and the relevant Exchanges where the trade is executed.
- 35. The Member shall issue a contract note to his clients for trades executed in such format as may be prescribed by the Exchange from time to time containing records of all transactions including details of order number, trade number, trade time, trade price, trade quantity, details of the derivatives contract, client code, brokerage, all charges levied etc. and with all other relevant details as required therein to be filled in and issued in such manner and within such time as prescribed by the Exchange. The Member shall send contract notes to the investors within 24 hours of the execution of the trades in hard copy and/or in electronic form using digital signature.

36. The Member shall make pay out of funds or delivery of commodities as per the Exchange Rules, Bye-Laws, Business Rules and Circulars, as the case may be, to the Client on receipt of the payout from the relevant Exchange where the trade is executed unless otherwise specified by the client and subject to such terms and conditions as may be prescribed by the relevant Exchange from time to time where the trade is executed.
37. The Member shall send a complete 'Statement of Accounts' for both funds and commodities in respect of each of its clients in such periodicity and format within such time, as may be prescribed by the relevant Exchange, from time to time, where the trade is executed. The Statement shall also state that the client shall report errors, if any, in the Statement immediately but not later than 30 calendar days of receipt thereof, to the Member. A detailed statement of accounts must be sent every month to all the clients in physical form. The proof of delivery of the same should be preserved by the Member.
38. The Member shall send margin statements to the clients on monthly basis. Margin statement should include, inter-alia, details of collateral deposited, collateral utilized and collateral status (available balance/due from client), with break up in terms of cash, Fixed Deposit Receipts (FDRs), Bank Guarantee, warehouse receipts, securities etc.
39. The Client shall ensure that it has the required legal capacity to, and is authorized to, enter into the relationship with Member and is capable of performing his obligations and undertakings hereunder. All actions required to be taken to ensure compliance of all the transactions, which the Client may enter into shall be completed by the Client prior to such transaction being entered into.
40. In case, where a member surrenders his/ her/ its membership, Member gives a public notice inviting claims, if any, from investors. In case of a claim relating to transactions executed on the trading system of the Exchange, ensure that client lodge a claim with the Exchange within the stipulated period and with the supporting documents.
- 41A. Protection from unfair conduct which includes misleading conduct & abusive conduct
 - a. Unfair conduct in relation to financial products or financial services is prohibited.
 - b. "Unfair conduct" means an act or omission by a Member or its financial representative that significantly impairs, or is likely to significantly impair, the ability of a Client to make an informed transactional decision and includes
 - i. misleading conduct under point 41.B
 - ii. abusive conduct under point 41.C
 - iii. such other conduct as may be specified.
- 41.B.
 - a. Conduct of a Member or its financial representative in relation to a determinative factor is misleading if it is likely to cause the Client to take a transactional decision that the Client would not have taken otherwise, and the conduct involves
 - i. providing the Client with inaccurate information or information that the Member or financial representative does not believe to be true; or
 - ii. providing accurate information to the Client in a manner that is deceptive.
 - b. In determining whether a conduct is misleading under point 41.B.a, the following factors must be considered to be "determinative factors"
 - i. the main characteristics of a financial product or financial service, including its features, benefits and risks to the Client;
 - ii. the Client's need for a particular financial product or financial service or its suitability for the Client;
 - iii. the consideration to be paid for the financial product or financial service or the manner in which the consideration is calculated;
 - iv. the existence, exclusion or effect of any term in a financial contract, which is material term in the context of that financial contract;
 - v. the nature, attributes and rights of the Member, including its identity, regulatory status and affiliations; and
 - vi. the rights of the Client under any law or regulations.
- 41C.
 - a. A conduct of a Member or its financial representative in relation to a financial product or financial service is abusive if it
 - i. involves the use of coercion or undue influence; and
 - ii. causes or is likely to cause the Client to take a transactional decision that the Client would not have taken otherwise.
 - b. In determining whether a conduct uses coercion or undue influence, the following must be considered:
 - i. the timing, location, nature or persistence of the conduct;
 - ii. the use of threatening or abusive language or behaviour;
 - iii. the exploitation of any particular misfortune or circumstance of the Client, of which the Member is aware, to influence the Client's decision with regard to a financial product or financial service;

- vi. any non-contractual barriers imposed by the Member where the Client wishes to exercise rights under a financial contract, including
- v. the right to terminate the financial contract;
- vi. the right to switch to another financial product or another Member and
- vii. a threat to take any action, depending on the circumstances in which the threat is made.

ELECTRONIC CONTRACT NOTES (ECN)

42. In case, client opts to receive the contract note in electronic form, he shall provide an appropriate e-mail id (created by the client) to the Member (Kindly refer Appendix A of Annexure 1). Member shall ensure that all the rules/Business Rule/Bye-Laws/ circulars issued from time to time in this regard are complied with. The client shall communicate to the Member any change in the email -id through a physical letter, if the client has opted for internet trading, the request for change of email id may be made through the secured access by way of client specific user id and password.
43. The Member shall ensure that all ECN s sent through the e- mail shall be digitally signed, encrypted, non-tamperable and in compliance with the provisions of the IT Act, 2000. In case, ECN is sent through e-mail as an attachment, the attached file shall also be secured with the digital signature, encrypted and non-tamperable.
44. The client shall note that non-receipt of bounced mail notification by the Member shall amount to delivery of the contract note at the e-mail ID of the client.
45. The Member shall retain ECN and acknowledgement of the e-mail in a soft and non-tamperable form in the manner prescribed by the exchange in compliance with the provisions of the IT Act, 2000 and as per the extant rules/circulars/guidelines issued by SEBI/Commodity exchanges from time to time. The proof of delivery i.e., log report generated by the system at the time of sending the contract notes shall be maintained by the Member for the specified period under the extant rules/circulars/guidelines issued by SEBI/Commodity exchanges. The log report shall provide the details of the contract notes that are not delivered to the client/e-mails rejected or bounced back. The Member shall take all possible steps to ensure receipt of notification of bounced mails by him at all times within the stipulated time period under the extant rules/circulars/ guidelines issued by SEBI/Commodity exchanges.
46. The Member shall continue to send contract notes in the physical mode to such clients who do not opt to receive the contract notes in the electronic form. Wherever the ECNs have not been delivered to the client or has been rejected (bouncing of mails) by the e-mail ID of the client, the Member shall send a physical contract note to the client within the stipulated time under the extant Regulations/ Rules, Bye- Laws, Business Rules and Circulars of such physical contract notes. SEBI/commodity exchanges and maintain the proof of dispatch and delivery of such physical contract notes.
47. In addition to the e-mail communication of the ECNs to the client, the Member shall simultaneously publish the ECN on his designated web-site, if any, in a secured way and enable relevant access to the clients and for this purpose, shall allot a unique user name and password to the client, with an option to the client to save the contract note electronically and/or take a print out of the same.
48. The Electronic Contract Note (ECN) declaration form will be obtained from the Client who opts to receive the contract note in electronic form. This declaration will remain valid till it is revoked by the client.

LAW AND JURISDICTION

49. In addition to the specific rights set out in this document, the Member, Authorised Person and the client shall be entitled to exercise any other rights which the Member or the client may have under the Rules, Bye-laws and Business Rules of the Exchanges in which the client chooses to trade and circulars/notices issued thereunder or Rules of SEBI.
50. The provisions of this document shall always be subject to Government notifications, any rules, guidelines and circulars/notices issued by SEBI and Circulars, Rules, Business Rules and Bye laws of the relevant commodity exchanges, where the trade is executed, that may be in force from time to time.
51. The Member and the client shall abide by any award passed by the Arbitrator(s) under the Arbitration and Conciliation Act, 1996. However, there is also a provision of appeal, if either party is not satisfied with the arbitration award.
52. Words and expressions which are used in this document but which are not defined herein shall, unless the context otherwise requires, have the same meaning as assigned thereto in the Rules, Byelaws and Regulations/Business Rules and circulars/notices issued thereunder of the Exchanges/SEBI
53. All additional voluntary/non mandatory clauses/ document added by the Member should not be in contravention with Rules/ Business Rules/Notices/ Circulars of Exchanges/ SEBI. Any changes in such voluntary clauses/ document(s) need to be preceded by a notice of 15 days. Any changes in the rights and obligations which are specified by Exchanges/ SEBI shall also be brought to the notice of the clients.
54. If the rights and obligations of the parties hereto are altered by virtue of change in Rules of SEBI or Bye-laws, Rules and Business Rules of the relevant commodity exchanges where the trade is executed, such changes shall be deemed to have been incorporated herein in modification of the rights and obligations of the parties mentioned in this document.
55. Members are required to send account statement to their clients every month .

ANNEXURE-2

RISK DISCLOSURE DOCUMENT FOR COMMODITY EXCHANGES

The Exchange does not expressly or impliedly, guarantee nor make any representation concerning the completeness, the adequacy or accuracy of this disclosure documents nor has the Exchange endorsed or passed any merits of participating in the Commodity Derivatives market/trading. This brief statement does not disclose all of the risks and other significant aspects of trading. You should, therefore, study derivatives trading carefully before becoming involved in it.

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

You must know and appreciate that investment in commodity futures contracts/ derivatives or other instruments traded on the Commodity 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 the Exchange and suffer adverse consequences or loss, you shall be solely responsible for the same and the Exchange shall not be responsible, in any manner whatsoever, for the same and it will not be open for you to take the 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 Client 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 commodity derivatives being traded on the Exchange.

It must be clearly understood by you that your dealings on the Exchange through a member shall be subject to your fulfilling certain formalities set out by the member, which may, inter alia, include your filing the know your client form, client registration form and are subject to Rules, Byelaws and Business Rules of the Exchange guidelines prescribed by FMC from time to time and circulars as may be issued by the Exchange from time to time.

The Exchange 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 member of the Exchange and/ or 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, you should be aware of or must get acquainted with the following:-

1. **Basic Risks Involved in the trading of Commodity Futures Contracts and other Commodity Derivatives Instruments on the Exchange.**
 - i. **Risk of Higher Volatility**
 - a. Volatility refers to the dynamic changes in price that commodity derivative contracts undergo when trading activity continues on the Commodity Exchange. Generally, higher the volatility of a commodity derivatives contract, greater is its price swings. There may be normally greater volatility in thinly traded commodity derivatives contracts than in actively traded commodities/ 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 real losses.
 - ii. **Risk of Lower Liquidity**
 - a. Liquidity refers to the ability of market participants to buy and/ or sell commodity derivative contract expeditiously at a competitive price and with minimal price difference. Generally, it is assumed that more the number 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 commodity derivatives contracts swiftly and with minimal price difference and as a result, investors are more likely to pay or receive a competitive price for commodity derivative contracts purchased or sold. There may be a risk of lower liquidity in some commodity derivative contracts as compared to active commodity derivative contracts. As a result, your order may only be partially executed, or may be executed with relatively greater price difference or may not be execute at all.
 - b. Buying/ Selling without intention of giving and/ or taking delivery of certain commodities may also result into losses, because in such a situation, commodity derivative contracts may have to be squared-off at a low/ high prices, compared to the expected price levels, so as not to have any obligation to deliver/ receive such commodities.

iii. Risk of Wider Spreads

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

iv. Risk-reducing orders

- a. Most of the Exchanges have a facility for investors to place "limit orders", "stop loss orders" etc. Placing of such orders (e.g. "stop loss" orders or "limit" orders) which are intended to limit losses to certain amounts may not be effective many a time because rapid movement in market conditions may make it impossible to execute such orders.
- b. 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 commodity derivatives contract.
- c. A "limit" order will be executed only at the "limit" price specified for the order or a better price. However, while the client received price protection, there is a possibility that the order may not be executed at all.
- d. A stop loss order is generally placed "away" from the current price of a commodity derivatives contract, and such order gets activated if and when the 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 contract approaches 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 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.

v. Risk of News Announcements

- a. Traders/Manufacturers make news announcements that may impact the price of the commodities and/or commodity derivatives 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 commodity/ commodity derivatives contract.

vi. Risk of Rumours

- a. Rumours about the price of a commodity at times float in the market through word of mouth, newspaper, websites or news agencies, etc., the investors should be wary of and should desist from acting on rumours

vii System Risk

- a. 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
- b. 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 execution of order and its confirmation.
- c. 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 commodity due to any action on account of unusual trading activity or price hitting circuit filters or for any other reason.

viii System/ Network Congestion

- a. Trading on the Exchange is in electronic mode, based on satellite/leased line 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 hall, 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 orders, these represent a risk because of your obligations to settle all executed transactions.

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

Effect of "Leverage" or "Gearing":

- a. The amount of margin is small relative to the value of the commodity derivatives contract so the transactions are 'leveraged' or 'geared'. Commodity 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 commodity derivatives carry a high degree of risk. You should therefore completely understand the following statements before actually trading in commodity derivatives contracts and also trade with caution while taking into account one's circumstances, financial resources, etc.
- b. Trading in Futures Commodity Derivatives involves daily settlement of all positions. Every day the open positions are marked to market based on the closing price. If the closing price 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 on the next day.
- c. If you fail to deposit the additional margin by the deadline or if an outstanding debt occurs in your account, the Member of the Exchange may liquidate/square-up a part of or the whole position. In this case, you will be liable for any losses incurred due to such square-up/ Close Outs.
- d. Under certain market conditions, an investor may find it difficult or impossible to execute the 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.
- e. Steps, such as, changes in the margin rate, increase in the cash margin rate etc. may be adopted in order to maintain market stability. These new measures may be applied to the existing open interests. In such conditions, you will be required to put up additional margins or reduce your positions.
- f. You must ask your Member of the Exchange to provide the full details of the commodity derivatives contracts you plan to trade i.e. the contract specifications and the associated obligations.

3. TRADING THROUGH WIRELESS TECHNOLOGY OR ANY OTHER TECHNOLOGY:

Any additional provisions defining the features, risks, responsibilities, obligations and liabilities associated with commodities trading through wireless technology or any other technology should be brought to the notice of the client by the member.

4. GENERAL

i. Deposited cash and property:

You should familiarize yourself with the protections accorded to the money or other property you deposit particularly in the event of a firm become insolvent or bankrupt. 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 purposes of distribution in the event of a shortfall. In case of any dispute with the Member of the Exchange, the same shall be subject to arbitration as per the Rules, Bye-laws and Business Rules of the Exchange.

ii. Commission and other charges:

- 1. Before you begin to trade, you should obtain a clear explanation of all commissions, fees and other charges for which you will be liable. These charges will affect your net profit (if any) or increase your loss.
- 2. For rights and obligations of the Members/Authorised Persons/ clients, please refer to Annexure 3.
- 3. The term 'Constituent' shall mean and include a Client, a Customer or an investor, who deals with a member for the purpose of trading in the commodity derivatives through the mechanism provided by the Exchange.
- 4. The term 'member' shall mean and include a Trading Member or a Member/Broker, who has been admitted as such by the Exchange and got a Registration Certificate from SEBI.

ADDITIONAL RISK DISCLOSURE DOCUMENTS FOR OPTIONS TRADING

Risk of Option holders:

- 1. An option holder runs the risk of losing the entire amount paid for the option in a relatively short period of time. This risk reflects the nature of an option as a wasting asset which becomes worthless when it expires. An option holder who neither sells his option in the secondary market nor exercises it prior to its expiration will necessarily lose his entire investment in the option. If the price of the underlying does not change in the anticipated direction before the option expires, to an extent sufficient to cover the cost of the option, the investor may lose all or a significant part of his investment in the option.
- 2. The Exchanges may impose exercise restrictions and have absolute authority to restrict the exercise of options at certain times in specified circumstances.

Risks of Option Writers:

- 1. If the price movement of the underlying is not in the anticipated direction, the option writer runs the risks of losing substantial amount.
- 2. The risk of being an option writer may be reduced by the purchase of other options on the same underlying interest and thereby assuming a spread position or by acquiring other types of hedging positions in the options markets or other markets. However, even where the writer has assumed a spread or other hedging position, the risks may still be significant. A spread position is not necessarily less risky than a simple 'long' or 'short' position.
- 3. Transactions that involve buying and writing multiple options in combination, or buying or writing options in combination with buying or selling short the underlying interests, present additional risks to investors. Combination transactions, such as option spreads, are more complex than buying or writing a single option. And it should be further noted that, as in any area of investing, a complexity not well understood is, in itself, a risk factor. While this is not to suggest that combination strategies should not be considered, it is advisable, as is the case with all investments in options, to consult with someone who is experienced and knowledgeable with respect to the risks and potential rewards of combination transactions under various market circumstances.

ANNEXURE-4

GUIDANCE NOTE - DO'S AND DON'Ts FOR THE INVESTORS-COMMODITY EXCHANGE

Do's

1. Trade only through Registered Members of the Exchange. Check from the Exchange website at following link. For MCX : <https://www.mcxindia.com/membership/notice-board/Member-AP-Details> to see whether the Member is registered with the Exchange.
2. Insist on filling up a standard 'Know Your Client (KYC)' form before you commence trading
3. Insist on getting a Unique Client Code (UCC) and ensure all your trades are done under the said UCC.
4. Insist on reading and signing a standard 'Risk Disclosure Agreement'.
5. Obtain a copy of your KYC and/ or other documents executed by you with the Member, from the Member.
6. Cross check the genuineness of trades carried out at the Exchange through the trade verification facility available on the Exchange website at the following link For MCX : <http://www.mcxindia.com/SitePages/TradeVerification.aspx>.
For MCX : <https://www.mcxindia.com/en/login>
The trades can be verified online where trade information is available up to 5 working days from the trade date.
7. Insist on a duly signed Contract Note in specified format for every executed trade within 24 hours of trade, highlighting the details of the trade along with your UCC.
8. Ensure that the Contract Note contains all the relevant information such as Member Registration Number, Order No., Order Date, Order time, Trade No., Trade rate, Quantity, Arbitration Clause, etc.
9. Obtain receipt for collaterals deposited with the Member towards margins.
10. Go through the Rules, Bye-laws, Regulations, Circulars, Directives, Notifications of the Exchange as well as of the Regulators, Government and other authorities and details of Client-Trading Member Agreement to know your rights and duties vis-avis those of the Member.
11. Ask all relevant questions and clear your doubts with your Member before transacting.
12. Insist on receiving the bills for every settlement.
13. Insist on Monthly statements of your ledger account and report any discrepancies in the statement to your Member within 7 working days. In case of unsatisfactory response report the discrepancy to the Exchange within 15 working days from the date of cause of action.
14. Scrutinize minutely both the transaction & holding statements that you receive from your Depository Participant.
15. Keep Delivery Instruction Slips (DIS) book issued by DPs in safe possession.
16. Ensure that the DIS numbers are preprinted and your account number (UCC) is mentioned in the DIS book.
17. Freeze your Demat account in case of your absence for longer duration or in case of not using the account frequently.
18. Pay required margins in time and only by Cheque and ask for receipt thereof from the Member.
19. Deliver the commodities in case of sale or pay the money in case of purchase within the time prescribed.
20. Understand and comply with accounting standards for derivatives.
21. Ensure to read, understand and then sign the voluntary clauses, if any, agreed between you and the Member. Note that the clauses as agreed between you and the Member cannot be changed without your consent.
22. Get a clear idea about all brokerage, commissions, fees and other charges levied by the Member on you for trading and the relevant provisions/ guidelines specified by SEBI/Commodity exchanges.
23. Make the payments by account payee cheque in favour of the Member. Ensure that you have a documentary proof of your payment/deposit of commodities with the Member, stating date, commodity, quantity, towards which bank/ demat account such money or commodities (in the form of warehouse receipts) deposited and from which bank/ demat account.
24. The payout of funds or delivery of commodities (as the case may be) shall not be made to you within one working day from the receipt of payout from the Exchange, in case you have given specific authorization for maintaining running account to the member. Thus, in this regard, the running account authorization provided by you to the Member shall be subject to the following conditions :
 - a. Such authorization from you shall be dated, signed by you only and contains the clause that you may revoke the same at any time.
 - b. You need to bring any dispute arising from the statement of account to the notice of the Member in writing preferably within 7 (seven) working days from the date of receipt of funds/commodities or statement, as the case may be. In case of dispute, refer the matter in writing to the Investors Grievance Cell of the relevant Commodity exchanges without delay.

- c. In case you have not opted for maintaining running account and pay-out is not received on the next working day of the receipt of payout from the exchanges, please refer the matter to the Member. In case there is dispute, ensure that you lodge a complaint in writing immediately with the Investors Grievance Cell of the relevant Commodity exchange.
 - d. Please register your mobile number and email id with the Member, to receive trade confirmation alerts/details of the transactions through SMS or email, by the end of the trading day, from the stock exchanges.
25. You should familiarize 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 commodity derivatives market or the member becomes insolvent or bankrupt.
26. Please ensure that you have a documentary proof of having made the deposit of such money or property with the member, stating towards which account such money or property deposited.
27. In case your problem/grievance/issue is not being sorted out by concerned Member/Authorised Person then you may take up the matter with the concerned Commodity exchange. If you are not satisfied with the resolution of your complaint then you can escalate the matter to SEBI.

Don'ts

1. Do not deal with any unregistered intermediaries.
 2. Do not undertake off-market transactions as such transactions are illegal and fall outside the jurisdiction of the Exchange.
 3. Do not enter into assured returns arrangement with any Member
 4. Do not get carried away by luring advertisements, rumours, hot tips, explicit/implicit promise of returns, etc.
 5. Do not make payments in cash/ take any cash towards margins and settlement to/ from the Member.
 6. Do not start trading before reading and understanding the Risk Disclosure Agreement.
 7. Do not neglect to set out in writing, orders for higher value given over phone.
 8. Do not accept unsigned/duplicate contract note/confirmation memo.
 9. Do not accept contract note/confirmation memo signed by any unauthorized person.
 10. Don't share your internet trading account's password with anyone
 11. Do not delay payment/deliveries of commodities to Member. Do not forget to take note of risks involved in the investments.
 12. Do not sign blank Delivery Instruction Slips (DIS) while furnishing commodities deposits and/or keep them with
 13. Depository Participants (DP) or broker to save time.
 14. Do not pay brokerage in excess of that rates prescribed by the Exchange.
- Don't issue cheques in the name of Authorized Person.



DAILY GONG FINANCIAL SERVICES LIMITED
 (Formerly ISS ENTERPRISE LIMITED)
 Regd Office International Infotech Park, Tower 3 & 7, 5th Floor,
 Vashi Railway Station Complex, Navi Mumbai- 400703 Phone:
 (022) 61829500 email: support@iseindia.com

VOLUNTARY DOCUMENT

THIS DEMAT DEBIT AND PLEDGE INSTRUCTION (DDPI) IS VOLUNTARY AND PART AND PARCEL OF THE CLIENT REGISTRATION DOCUMENT EXECUTED

BETWEEN

ADDRESS:

.....

.....**AND**
DAILY GONG FINANCIAL SERVICES LIMITED (FORMERLY ISS ENTERPRISE LTD.) HAVING ITS REGISTERED OFFICE AT INTERNATIONAL INFOTECH PARK, TOWER 3 & 7, 5TH FLOOR, SECTOR 30, VASHI, NAVI MUMBAI-400 703 (Branch Off: No: 112, 3rd Floor, 5th Street Extension, Gandhipuram 100 Feet Road, Behind Kalyan Jewelers, Coimbatore – 641 012) ON THIS _____ DAY OF 202__

Execution of Demat Debit and Pledge Instruction (DDPI) for transfer of securities towards deliveries / settlement obligations and pledging/re-pledging of securities

1st Holder Name: _____ DATE: _____

2nd Holder Name: _____

3rd Holder Name: _____

CDSLDPID BO ID CLIENT CODE

Dear Sir/Madam,

I/We executing the Demat Debit and Pledge instruction in favor of DAILY GONG FINANCIAL SERVICES LIMITED, authorizing them to operated aforesaid beneficiary account for the below mentioned specific purpose .

Annexure - A

Sr. No.	Purpose	Signature of Client *
1.	Transfer of securities held in the beneficial owner accounts of the client towards Stock Exchange related deliveries / settlement obligations arising out of trades executed by clients on the Stock Exchange through the same stock broker	1 st Holder _____ 2 nd Holder _____ 3 rd Holder _____
2.	Pledging / re-pledging of securities in favor of trading member (TM) / clearing member (CM) for the purpose of meeting margin requirements of the clients in connection with the trades executed by the clients on the Stock Exchange.	1 st Holder _____ 2 nd Holder _____ 3 rd Holder _____
3.	Mutual Fund transactions being executed on Stock Exchange order entry platforms	1 st Holder _____ 2 nd Holder _____ 3 rd Holder _____
4.	Tendering shares in open offers through Stock Exchange platforms	1 st Holder _____ 2 nd Holder _____ 3 rd Holder _____

* Any other type of transactions that SEBI and/or CDSL may allow in future.

I/We accept (For Daily Gong Financial Services Limited)**Note:**

If the account jointly held by the account holder, all the account holders should sign this form and submit for activation. (2) All the boxes, client is required to be signed. (3) The same may be e-Signed or signed physically. (4) This authorization will continue to remain valid until revoked in writing by you (pursuant to SEBI Circular no SEBI/HO/MIRSD/DOP/P/CIR/2022/44 dated 04-04-22 2022.)

Annexure A- List of Demat Account**Transfer/Pledge the Securities to Daily Gong Financial Services Limited Demat account(s) using the Demat Debit and Pledge Instruction (DDPI)**

No	DP Name	Type of Account	DP ID	Client ID	Account Holder name
1	Daily Gong Financial Services Ltd	CDSL_ NSE Pool Account	13023400	00000020	Daily Gong Financial Services Ltd
2	Daily Gong Financial Services Ltd	CDSL_ BSE Pool Account	13023400	00031847	Daily Gong Financial Services Ltd
3	Daily Gong Financial Services Ltd	CDSL_ TM/CM Client Margin Pledge	13023400	00581481	Daily Gong Financial Services Ltd
4	Daily Gong Financial Services Ltd	CDSL_ Client Unpaid Securities Account (CUSA)	13023400	00571591	Daily Gong Financial Services Ltd
5	Daily Gong Financial Services Ltd	TM/CM Client Margin Pledge Account	13023400	00634269	Daily Gong Financial Services Ltd
6	Daily Gong Financial Services Ltd	Client securities Margin Funding Account	13023400	00634254	Daily Gong Financial Services Ltd
7	Daily Gong Financial Services Ltd	CDSL CUSPA Demat Account	13023400	00635963	Daily Gong Financial Services Ltd
8	BOI SHAREHOLDING LTD	NSDL_ NSE Pool Account	IN300749	11198241	Daily Gong Financial Services Ltd
9	BOI SHAREHOLDING LTD	NSDL_ BSE Pool Account	IN300749	11198250	Daily Gong Financial Services Ltd
10	BOI SHAREHOLDING LTD	NSDL_ TM/CM Client Margin Pledge	IN300749	80011955	Daily Gong Financial Services Ltd
11	BOI SHAREHOLDING LTD	NSDL CUSPA Demat Account	IN001019	10013483	Daily Gong Financial Services Ltd
12	NSE Clearing Limited	NSE Early Pay-in Account	11000011	00016020	Daily Gong Financial Services Ltd
13	India Clearing Corporation Limited	BSE Early Pay-in Account	11000010	00018357	Daily Gong Financial Services Ltd
14	Daily Gong Financial Services Ltd	CDSL_ SLBM Pool Account Number	13023400	00684458	Daily Gong Financial Services Ltd
15	NSE Clearing Limited	CDSL_ SLBM Early Payin Account Number	11000023	00001927	Daily Gong Financial Services Ltd

1st Holder Name: _____ Signature: _____2nd Holder Name: _____ Signature: _____3rd Holder Name: _____ Signature: _____

DAILY GONG FINANCIAL SERVICES LIMITED

(Formerly ISS Enterprise Ltd.)

Regd Off: Intl Infotech Park, Tower No.3, 5th Floor, Sector 30-A, Vashi Railway Stn Complex, Vashi, Navi
Mumbai-400 703, Tel: (022) 61829500, URL : www.isesec.com Investor Grievance e-mail:

ig@iseindia.com GST:27AAACI6011L1ZO

MEMBER : NSE, BSE & MCX, DP : CDSL ::: SEBI REGN. NO. INZ000157633

Most Important Terms and Conditions (MITC)

(For non-custodial settled trading accounts)

1. Your trading account has a "Unique Client Code" (UCC), different from your demat account number. Do not allow anyone (including your own stock broker, their representatives and dealers) to trade in your trading account on their own without taking specific instruction from you for your trades. Do not share your internet/ mobile trading login credentials with anyone else.
2. You are required to place collaterals as margins with the stock broker before you trade. The collateral can either be in the form of funds transfer into specified stock broker bank accounts or margin pledge of securities from your demat account. The bank accounts are listed on the stock broker website. Please do not transfer funds into any other account. The stock broker is not permitted to accept any cash from you.
3. The stock broker's Risk Management Policy provides details about how the trading limits will be given to you, and the tariff sheet provides the charges that the stock broker will levy on you.
4. All securities purchased by you will be transferred to your demat account within one working day of the payout. In case of securities purchased but not fully paid by you, the transfer of the same may be subject to limited period pledge i.e. seven trading days after the pay-out (CUSPA pledge) created in favor of the stock broker. You can view your demat account balances directly at the website of the Depositories after creating a login.
5. The stock broker is obligated to deposit all funds received from you with any of the Clearing Corporations duly allocated in your name. The stock broker is further mandated to return excess funds as per applicable norms to you at the time of quarterly/ monthly settlement. You can view the amounts allocated to you directly at the website of the Clearing Corporation(s).
6. You will get a contract note from the stock broker within 24 hours of the trade.
7. You may give a one-time Demat Debit and Pledge Instruction (DDPI) authority to your stock broker for limited access to your demat account, including transferring securities, which are sold in your account for pay-in.
8. The stock broker is expected to know your financial status and monitor your accounts accordingly. Do share all financial information (e.g. income, networth, etc.) with the stock broker as and when requested for. Kindly also keep your email Id and mobile phone details with the stock broker always updated.
9. In case of disputes with the stock broker, you can raise a grievance on the dedicated investor grievance ID of the stock broker. You can also approach the stock exchanges and/or SEBI directly.
10. Any assured/guaranteed/fixed returns schemes or any other schemes of similar nature are prohibited by law. You will not have any protection/recourse from SEBI/stock exchanges for participation in such schemes.

To,
Client DP ID :- _____
Client Trade Code :- _____
Client Name :- _____

This is to inform you that, we have received your CRD Form for registration in NSE / BSE / MCX.

List of documents which we have received with the CRD Form duly verified and also details of your account are given below:-

- CRD No. :- _____
- E-mail Id :- _____
 - Client Code :- _____
 - Identity Proof :- Voter Id/ Passport/ Ration Card/ PAN Card/ MAPIN/ Driving License
 - Bank Proof :- Bank Statement of last quarter/ Bank Pass Book/ Cheque leaf with name printed
 - Address Proof :- Bank Statement of last quarter / Bank Pass Book / Ration Card / Passport / Voter Id / Adhar Id / Driving License / Electricity Bill - issued in last 2 months / Phone Bill - issued in last 2 months / Rent Agreement / DP Proof :- DP Proof issued in last quarter Client Master/ Client should be 1st Holder.

We assure that your above client code will be activated within 48 hours provided it is complete in all respect.

For DAILY GONG FINANCIAL SERVICES LIMITED

Compliance Officer Name : M. V. Swaminath
Phone no : 022-61829523
Email id : swaminathmy@iseindia.com




Name of the Authorized Person
CRD Dept.
S.SWAMINATHAN EXECUTIVE DIRECTOR

ACKNOWLEDGEMENT

I/We acknowledge receipt of all the documents executed by me including the following

- (1) Account opening form
- (2) Rights and obligations
- (3) Risk Disclosure Document (RDD)
- (4) Guidance note
- (5) Policies & Procedures followed by the stock broker.
- (6) Tariff sheet
- (7) Non Mandatory rights and obligations and all other documents executed by the client & we have personally handed over to you all documents required by you during our meeting on _____
- (8) Risk Management System for Cash/F&O/Currency Segment/MCX.
- (9) Delivery Instruction Slip (DIS) Booklet Y N

Name of the Client:- _____
Client DP ID:- _____
Client Trade Code:- _____
Signature of the client:- _____

TARIFF SCHEDULE / IMPORTANT RULES FOR BROKERAGE / CHARGES

- > We levy a Software Access Charge and this is credited back to the client account ONLY to the extent of the brokerage generated during the opted period. Software access charge is refunded only against the brokerage generated in the account. Software access charges will be forfeited completely in case of early termination or closure of account. No request for the refund of software access charge except against the brokerage generated shall be entertained. The various software access charge plans that we offer, are listed .23. Kindly select the access charge plan chosen by you.
- > BROKERAGE ON ACCOUNT SETTLEMENT OTHER THAN QUARTERLY BASIS : - Brokerage will be charged as 2.5% per share on each and every leg of transaction on securities listed in cash segment and on index, stock and currency futures. On options contract listed in futures and options and currency derivative segments brokerage will be charged as 2.5% or Rs.100 per lot whichever is higher.
- > Scripts listed on the BSE and NSE in the cash market and which are available for trading in DAILY GONG are categorized in A-B-C- D groups. Margin applicable is based on the group as under:

Group	A	B	C	D
Exposure (No. of times)	4	3	2	1

- > The scrip list is available for download through our website. We reserve our right to revise the scrip list without any prior intimation to the client.
- > For trading on the Derivatives Segment, the applicable margin is defined as per the NSE SPAN margin file. We reserve the right to levy additional margin.
- > Payment gateway tie-ups are presently available with various banks, for transfer of funds online (pay-in and pay-outs). Your designated bank account will be mapped for pay-in and pay-out.
- > Cheque/Demand Drafts payments are not allowed in the online system of Trading.
- > Payments towards financial obligations in cash segment are required to be made as per the settlement schedule in terms of Rules Bye-laws, Regulations, circulars of the Stock Exchanges as well as Risk Disclosure document to avoid deactivation of DAILYGONG terminal. However, it is always in your interest that the fund towards your pay-in obligation if transferred to our account on T+1 day. Any delay in fulfillment of financial obligation shall attract levy of delayed payment charges as per policy and procedure as prevalent from time to time.
- > In case of F&O; the shortfall occurred in your account during the day must be paid immediately on demand or before the start of the market on the next trading day, whichever is earlier, failing which penalty for margin shortfall will be levied.
- > The effect of the funds transferred to DGFSL from the client's bank account is immediate, and thereby reflects in the client's margin. This enables the client to trade immediately. In case this does not happen due to any connectivity issue, the client needs to contact the branch immediately.
- > In case of a demand for pay-out before 5 p.m., the funds shall be credited to the client's bank account on the next working day subject to availability of clear credit balance in the account of the client. The client's bank account will be credited towards funds payout on receipt of payout demand from the client.

If client achieved brokerage or validity period closed as per the generated brokerage (subject to condition on plan) on or before period, client must send the request mail from his registered mail id then only refund will be initiated.

- > **Minimum Brokerage will be charged as per the plan selected by the client subject to a minimum brokerage of 2 paise per share for delivery based transactions and 1 paise per share for Intra day. Brokerage shall not exceed the maximum rates prescribed by the SEBI.**
- > Other Charges includes : - 1. Goods and Services Tax 2. Stamp Duty 3. Exchange transaction charges 4. SEBI turnover fees 5. Clearing Member charges 6. Securities Transaction Tax (STT) / Commodity Transaction Tax (CTT) 7. Expiry charges on derivative contracts 8. Delayed payment charges not exceeding 18% per annum 9. Cheque return charges in actual as charged by the banks. 10. Demat charges towards pay-in / pay-out of securities / margin from DGFSL's beneficiary account. 11. Amount paid / payable by DGFSL on account of any penalties / charges levied / leviable on DGFSL due to default / breach committed by client. Any other statutory levies not specified in this tariff sheet. 12. Charges for providing research report. 13. Charges for any other services provided / cost incurred by DGFSL. 14. Any other charges towards customised / specialised services.
- > On expiry of account, to avoid inconvenience the account will automatically be renewed under the same access charge / brokerage plan until further intimation provided by client
- > If a client's terminal has been deactivated frequently, he would be placed under the category of 100% margin.
- > It is clarified that the AMC for demat account is free for first year only and the same is subject to the Schedule of charge as agreed upon by the client.

I/We hereby agree to the plan type ticked in the following plan type table.

EQUITY & EQUITY DERIVATIVES – PLAN TYPE

Please Tick One	Access Charges (Rs.)	Mobile Markets	Maximum Refundable Amount (Rs.)			Brokerage		
			Amount Refunded will be to the extent of access charge or brokerage generated; whichever is lower at Validity period			Delivery %	Intraday % (Cash & derivatives)	Options FLAT BROKERAGE. Intraday Single side only (Rs.)
			Plan Type (Rs.)	Inclusive of GST (Rs.)	Period			
<input type="checkbox"/>	Rs1	No	1			0.50	0.05	60/ per lot
<input type="checkbox"/>	349	No	349			0.45	0.04	55/ per lot
<input type="checkbox"/>	799	No	799			0.40	0.04	50/ per lot
<input type="checkbox"/>	3750	No	3750	4425	1Year	0.30	0.03	40/ Per lot
<input type="checkbox"/>	5000	No	5000	5900	1Year	0.20	0.02	40/ Per lot
<input type="checkbox"/>	9900	Yes	9900	11682	1Year	0.17	0.02	35/ per lot
<input type="checkbox"/>	15000	Yes	15000	17700	1Year	0.15	0.02	35/ per lot
<input type="checkbox"/>	20000	Yes	20000	23600	1Year	0.15	0.015	30/ per lot
<input type="checkbox"/>	30000	Yes	30000	35400	1Year	0.13	0.015	30/ per lot
<input type="checkbox"/>	50000	Yes	50000	59000	1Year	0.12	0.010	25/ per lot
<input type="checkbox"/>	75000	Yes	75000	88500	2Year	0.12	0.010	20/ per lot
<input type="checkbox"/>	90000	Yes	90000	106200	2Year	0.10	0.010	20/ per lot
<input type="checkbox"/>	100000	Yes	100000	118000	2Year	0.10	0.010	15/ per lot

Please Tick One	Access Charges (Rs.)	Mobile Markets	Maximum Refundable Amount (Rs.)			Brokerage	
			Amount Refunded will be to the extent of access charge or brokerage generated; whichever is lower at Validity period			Commodity Futures % (per crore)	Commodity - Options (Rs.)
			Plan Type (Rs.)	Inclusive of GST (Rs.)	Period		
<input type="checkbox"/>	1	No	1		NR	0.0300	60/ per lot
<input type="checkbox"/>	349	No	349		NR	0.0250	55/ per lot
<input type="checkbox"/>	799	No	799		NR	0.0250	50/ per lot
<input type="checkbox"/>	3750	No	3750	4425	1Year	0.0150	40/ Per lot
<input type="checkbox"/>	5000	No	5000	5900	1Year	0.0100	40/ Per lot
<input type="checkbox"/>	9900	Yes	9900	11682	1Year	0.0080	35/ per lot
<input type="checkbox"/>	15000	Yes	15000	17700	1Year	0.0750	35/ per lot
<input type="checkbox"/>	20000	Yes	20000	23600	1Year	0.0070	30/ per lot
<input type="checkbox"/>	30000	Yes	30000	35400	1Year	0.0060	30/ per lot
<input type="checkbox"/>	50000	Yes	50000	59000	1Year	0.0050	25/ per lot
<input type="checkbox"/>	75000	Yes	75000	88500	2Year	0.0040	20/ per lot
<input type="checkbox"/>	90000	Yes	90000	106200	2Year	0.0035	20/ per lot
<input type="checkbox"/>	100000	Yes	100000	118000	2Year	0.0030	15/ per lot

> **Currency Derivatives - Rs.30 per lot on single side of transaction**

Note : The brokerage in cash and futures segment (except options) is calculated on a per share basis and rounded off to nearest paisa. Brokerage shall not levied more than maximum permissible limits specified by SEBI / Exchanges. Rate of the other levies may vary from time to time and in accordance with the rules governing securities market. You may contact us to know the prevalent rates of the above levies. Any change in the commercial shall be communicated on your email id registered with us and the same shall also be available in your client login on our website. The above terms & conditions are subject to change at the sole discretion of Dailygong Financial Services Limited (DGFSL).

Signature : _____

Client Code :

Name :

Date :