

APPLICATION - CLOSURE OF TRADING ACCOUNT

To

DHAN STOCK AND SHARE BROKERS PRIVATE LIMITED
18, RABINDRA SARANI, GATE NO.3,4TH FLOOR, KOLKATA 700001

I/We hereby request you to kindly close my/our following mentioned trading account with you:

| | |
|--|--|
| Trading code | |
| Name of the client | |
| Pan of the client | |
| Signature (along with stamp in case of non-individual) | |
| Date | |

Instructions:

1. Signatory must have been authorised to sign at the time of opening of the account.
2. The closure of the account shall not be processed in case any dues are pending.



ANNEXURE - REACTIVATION OF DORMANT ACCOUNT

Dear Sir, I/we _____ (Client Name - Individual/ Non Individual) having trading account with Unique Client Code _____ allotted to me/us by your broking house situated at _____ (Branch Name) since _____ (Date of Activation of the Account).

I/we am/are not trading in Cash / Currency / F&O Segments on the NSE / BSE / MSEI Trading platform since ____/____/____ (Last Trade Date). However, I/we am/are desirous to start trading in Cash / Currency / F&O Segments on the NSE / BSE / MSEI platform. In this regard, you are requested to reactivate my/our trading account and allow trading with immediate effect.

I/we hereby confirm that:-

1. I/We have completed all the KYC formalities and submitted all the required documents thereof (Proof of Identity, Address Proof, Bank Proof, PAN, etc.), at the time of opening the trading account originally and enrolling as a client with you.
2. There are no changes in respect of my/our Bank account provided to you earlier. Further, I confirm that the address and contact details recorded with you remain unchanged, and same is given below.

| | |
|---------|--|
| Address | |
| Mobile | |
| Email | |

I/we declare that the information given above is true to my/our knowledge. I/we, therefore, request you that the requirement of fresh KYC may not be insisted upon.

Yours faithfully,

Signature

Date:

Note:

1. To be taken on the Letterhead in case of Non-Individual Account.
2. Affix company seal near to signature in case of Non-Individual Account.
3. Affix Karta seal near to signature in case of HUF Account.
4. In case of address change, please submit Account Modification Request along with self attested Identity & Address Proofs. Original documents to be produced for verification.



Dhan Stock & Share Brokers Pvt. Ltd.

SEBI Regn. No. : INZ000218037 | CIN:U67120WB1997PTC137112 | GSTIN: 19AABCD2039A1Z8

Regd. Office : Poddar Court, 18, RabindraSarani, Gate No.3, 4TH Floor, Kolkata -700 001

Phone: 033 2225 1439/40/41 | E-mail :info@dhanstock.in, dhanstock97@gmail.com.

Mobile & Email Declaration

I want to receive my transaction statement in electronics form and Annual reports, AGM notices and other communications from Issuers & RTA's in electronics form. Detail as per the details given below:

[Please tick (✓) wherever applicable]

| | | | | | |
|-------|--|-----------|--|------|--|
| DP ID | | Client ID | | Date | |
|-------|--|-----------|--|------|--|

| | | | | | |
|--------------------------------|---------|---|--------|--------------------|-------------------|
| Name of 1 st holder | | | | | |
| | Details | Relationship with the person whose Mobile number/E-mail Id is provided (Tick ✓ wherever applicable) | | | |
| Mobile Number | | Self | Spouse | Dependent children | Dependent parents |
| E-mail Id | | Self | Spouse | Dependent children | Dependent parents |

| | | | | | |
|--------------------------------|---------|---|--------|--------------------|-------------------|
| Name of 2 nd holder | | | | | |
| | Details | Relationship with the person whose Mobile number/E-mail Id is provided (Tick ✓ wherever applicable) | | | |
| Mobile Number | | Self | Spouse | Dependent children | Dependent parents |
| E-mail Id | | Self | Spouse | Dependent children | Dependent parents |

| | | | | | |
|--------------------------------|---------|---|--------|--------------------|-------------------|
| Name of 3 rd holder | | | | | |
| | Details | Relationship with the person whose Mobile number/E-mail Id is provided (Tick ✓ wherever applicable) | | | |
| Mobile Number | | Self | Spouse | Dependent children | Dependent parents |
| E-mail Id | | Self | Spouse | Dependent children | Dependent parents |

| | |
|-------------------------------------|---|
| Signature of 1 st holder | X |
| Signature of 2 nd holder | X |
| Signature of 3 rd holder | X |



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As per the requirements of NSE/SEBI you are required to update the income range in your client details.
Kindly tick on the box against the applicable income range given below:

Client Code : _____

Individual Account

☐ Below 1 Lac

☐ 1-5 Lacs

☐ 5-10 Lacs

☐ 10-25 Lacs

☐ More than 25 Lacs

Non-Individual Account

☐ Below 1 Lac

☐ 1-5 Lacs

☐ 5-10 Lacs

☐ 10-25 Lacs

☐ 25 Lacs-1 Crore

☐ More than 1 Crore

Name : _____

Signature: _____

Please attach copy of your latest ITR Acknowledgement

Trading Account Modification Form

To,

DHAN STOCK AND SHARE BROKERS PRIVATE LIMITED
18, RABINDRA SARANI
GATE NO.3, 4TH FLOOR
KOLKATA 700001

Dear Sir,

Sub: Modification of my particulars in Trading Account

Ref: My /Our client code no. _____ PAN: _____

Please make necessary changes/additions/modification in my/ our captioned brokerage account as per details given below:-

1. Address Modification. (Necessary proof must be submitted)

| | Permanent Address | Correspondence Address |
|-------------------|-------------------|------------------------|
| Building Name | | |
| Street/ Road | | |
| Area | | |
| Landmark (if any) | | |
| City | | |
| Pin Code | | |

2. Contact Details

☐ Addition

☐ Modification

| | |
|--------------|--|
| Telephone No | |
| Mobile No | |
| Email ID | |

3. Bank Details. (Necessary proof must be submitted)

☐ Addition

☐ Modification

| Bank Details | |
|-----------------|------------------------------|
| Branch | |
| Address | |
| | |
| A/c No | |
| A/c Type | Saving/ Current/ Cash Credit |
| MICR No | |
| IFSC CODE | |
| Mark as Default | Yes/ No |

4. Demat Account Details. (Necessary Proof must be submitted)

☐ Addition

☐ Modification

| | |
|-----------------|----------|
| DP ID | |
| DP Name | |
| Client ID | |
| Mark As Default | Yes / No |

☐ We confirm the data as per your records are correct



(Signature of the Client / Authorised Signatories with stamp)

Name : _____

Date : _____

FOR OFFICE USE ONLY

Document checklist for submission with account modification letter

Particulars

Documents for updating Address in Trading Account

1. In case of individual

- Photocopy of Voter ID Card
- Photocopy of Passport
- Photocopy of Driving License
- Photocopy of Rent Agreement
- Photocopy of Sale Agreement of House
- Photocopy of Telephone Bill/Electricity Bill (Should not be more than 2 months old)
- Employer Consent letter
- Mobile Bill (Should not be more than 2 months old)
- Photocopy of Bank Passbook or Bank Statement

2. In case of Non-Individual

- Photocopy of Utility Bills like Telephone bill, Electricity Bill
- Photocopy of "Form 18" in case of Corporate Body
- Photocopy of Bank Passbook or Bank Statement

Document for noting change in Bank Details

- Cancelled personalized Cheque Leaf
- Photocopy of Passbook
- Photocopy of Bank statement (Should not be more than 2 months old)

Documents for noting change in Demat Account:

- Photocopy of DP Master
- Photocopy of Current holding statement

Signature of the Client/Authorised Signatories with Stamp

Note:-

- 1) **Submit any one of the acceptable proofs. Proofs should be self-attested.**
- 2) **In case of Non-Individual, proofs should be signed by authorized signatories. Authorised Signatories for HUF is karta, Partnership is Partners, Trust is Trustee Corporate Body- authorised directors**