

## Amit Jasani Financial Services Private Ltd

Member: The National Stock Exchange of India Ltd

(Cash and F&O Segment)

The Bombay Stock Exchange Ltd

(Cash and F&O Segment)

Registered & Dealing Office Address	5/6, Hind Rajasthan Chambers, 3 <sup>rd</sup> Floor, 6, Oak Lane, Fort, Mumbai – 400 001.
Telephone No.	022 66145678/5641
Tele-fax No.	022 66145656
E-Mail ID	<a href="mailto:ajfsl@rediffmail.com">ajfsl@rediffmail.com</a>
Designated Investor Grievance E-Mail ID	<a href="mailto:amit@nayaissue.com">amit@nayaissue.com</a>

## Client Registration Form

UCC Client Code	
Client Code	
Client Name	

## In person verification

Name of the Employee	
Designation	
Place	
Date	
Signature of Employee	

## Verification with Originals

Name of the Employee	
Designation	
Place	
Date	
Signature of Employee	

**List of Documents to be provided by Individual and Non Individual Clients (To Be self Certified on Photo Copy and to be verified with Originals by us and in case of Non Individual to be certified with seal) (Please tick against the one provided)**

<b>1.</b>	<b>Pan Card Photocopy – Mandatory</b>	
<b>2.</b>	<b>Proof of Identity – Mandatory - (one of the following)</b>	
	Pan-Card	
	Passport (Clear Copy of Name, Address and Photo Page)	
	Voter-ID Card (both front and back)	
	Driving License (Clear Copy of Name, Address and Photo Page)	
	Certificate of Incorporation (In case of Non individuals)	
<b>3.</b>	<b>Proof of Address – Mandatory - (one of the following)</b>	
	Ration Card (Clear Copy of Address Page and Name Page)	
	Passport (Clear Copy of Name, Address and Photo Page)	
	Voter-ID Card (both front and back)	
	Latest Elect. Bill, Water Bill, Landline Telephone bill (not older than 2 months)	
	Latest Bank Statements/Passbook (not older than 2 Months)	
<b>4.</b>	<b>Proof of Demat Account – Mandatory (one of the following)</b>	
	Client Master List	
	Latest Transaction Statement (not older than 2 Months)	
	Latest Holding Statement (not older than 2 Months)	
<b>5.</b>	<b>Proof of Bank Account – Mandatory (One of the following)</b>	
	Bank Passbook or Statement (not older than 2 Months)	
	Cancelled Cheque Leaf duly printed with names of all account holders	
<b>6.</b>	<b>Additional documents for Trading in F&amp;O Segment–Mandatory–(Illustrative List) (Required to submit every year subsequently)</b>	
	Copy of Income Tax Return Acknowledgements	
	Copy of Annual Accounts for Previous 2 Years	
	Copy of Net-worth Certificate	
	Bank account statements for Last Six Months	
	Copy of Demat Holding statement	
	In case of Salaried Persons Latest Salary Slip and Form 16 copy	
	Any other relevant documents substantiating ownership of assets.	
	Self Declaration along with relevant supporting.	

- Please fill up the form in CAPITAL LETTERS and countersign any over-writings/corrections/cancellations
- Ensure that all signatures are done at the places marked with symbol of hand for convenience.
- Please write your name as it appears in PAN/Bank proof. In case of any mismatch declaration is required
- The form should be completed in all respects in own handwriting by client only.
- Name, Address & signature of witness on agreement part should be completed.
- Verification with originals to be made stamped with signature, name & date on the documents collected.
- Please use annexure when information does not fit the place provided.
- If any of above proof is in lang. other than Hindi and English, Notarized copy for the same only accepted
- Copy of Documentary evidence for address and identity proof of introducer
- Please specify address exactly as mentioned in the proof of address.
- Each client must execute only one registration form. In case of Joint/Family execute separate form for Every Member.

## **SPECIFIC INSTRUCTIONS LIST CUM CHECK LIST**

### **HUF**

- All documents as per Common list or both of HUF and Karta.
- Undertaking letter signed by two Coparceners.
- Recent Passport size Photo of Karta of HUF.
- Rubber stamp of HUF required on every sign of Karta.

### **PROPRIETORSHIP FIRM/PARTNERSHIP FIRM**

- All documents as per Common list for Proprietor/Partners
- Recent Passport size Photo of Proprietor/Partners.
- Rubber stamp of firm required on every sign of Proprietor/Partners.
- Declaration on letterhead of the firm as per annexure attached.
- Demat Account will be in the name of proprietor/partners only.
- Proprietor's name and relation verification on letterhead of bank by the Banker.
- Certified copy of Balance Sheet/Annual accounts for Last two years.
- Latest Income tax return copy of Proprietor/Partners.
- Certified copy of Partnership Deed

### **TRUST AND ANY OTHER AOP**

- All documents as per Common list for Trustees
- Recent Passport size Photo of Trustees.
- Rubber stamp of trust required on every sign of trustee
- Declaration on letterhead of the Trust as per annexure attached.
- Demat account will be in the name of trustees or trust.
- Certified copy of Balance Sheet/Annual accounts for Last two years.
- Certified copy of Trust Deed
- Certified copy of Board Resolution authorizing Trustee/Trustees to invest/trade

### **CORPORATE COMPANIES**

- All documents as per Common list for Directors
- Recent Passport size Photo of Directors
- Rubber stamp of company required on every sign of Director
- Certified copy of Annual accounts for Last two years. (And to be submitted every year)
- Certified copy of Net-worth Certificate
- Certified copy of Board Resolution authorizing Directors to invest/trade
- Certified copy of Share Holding Pattern. (And to be submitted whenever changed)
- Certified copy of List of Directors on Co's Letter Head (to be submitted when changed)
- Certified copy of Certificate of Incorporation Latest
- Certified copy of M & A Latest

### **NRI CLIENTS**

- Additional Proofs to be obtained other than mentioned in common list
- Indian address and Foreign Address Proof
  - Copy of Passport all pages
  - Bank Verification letter indicating type of account as NRI/NRE/NRO
  - Certified copy of RBI Approval/authorized dealer certificate/PIS Copy
  - Certified copy of Power of Attorney duly notarized
  - In case Birth Place is not in India proof of applicant being person of Indian origin

