

## Non-Individual - Only Demat - Index

Sr. No. \_\_\_\_\_

### VFC Securities Private Limited

Regd. Off: 1st floor, Nusser House, Opp. Roxy Theatre, Opera House, Mumbai – 400004.  
 Corr. Add: 142, Shreeji Chambers, 1.5 Floor, Tata Road No. 2, Opera House, Mumbai – 400 004.  
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 CEO → Nimish Shah, Compliance Officer → Ms. Pooja Chauhan. Contact No → 022-40043395, Email → [nimish@vfc.co.in](mailto:nimish@vfc.co.in), [pooja@vfc.co.in](mailto:pooja@vfc.co.in)

Clearing Member for Derivatives & Currency Seg. of all the Exchanges:

Globe capital Market Limited  
 609, Ansal Bhavan,  
 16 K. G. Marg,  
 New Delhi – 110 001

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 Fax No: 91-11-23720883

Email Id:  
[compliance@globecaplital.com](mailto:compliance@globecaplital.com)

**SEBI REGN. NO.**  
**INZ 000177137**

**MEMBERS OF**  
**NSE CASH – NSE DERIVATIVES – NSE CURRENCY – BSE CASH**  
**NSDL - D P**

**SEBI REGISTRATION No. Date**  
**INZ 000250133 23/03/2019**  
**IN-DP-605-2021 18/08/2021**

(This information is the sole property of the member/ brokerage house and would not be disclosed to any one unless required by law or in case of express permission of clients.)

For any grievance/ dispute please contact VFC Securities Private Limited at the above Address, Email ID - complaints@vfc.co.in and Tel No. - 91-22-40043395.  
 In case not satisfied with the response, please refer the below exchange(s), Investor Grievance Email – ID and Phone No.:

<b>NSE</b>   <a href="mailto:ignse@nse.co.in">ignse@nse.co.in</a> (022) 2659 8190	<b>BSE</b>   <a href="mailto:is@bseindia.com">is@bseindia.com</a> (022) 2272 8097	<b>MCX-SX</b>   <a href="mailto:investorcomplaints@mcx-sx.com">investorcomplaints@mcx-sx.com</a> (022) 6731 8933 / 9000
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#### INDEX FOR NON-INDIVIDUAL DEMAT ACCOUNT

#### MANDATORY DOCUMENTS FOR DEMAT ACCOUNT OPENING

Sr.	Name of the Document	Brief Significance	Page	Client	Bro ker	Sub-bro	Introducer	2nd Authorised	3rd Authorised
1.	KYC account opening form	KYC form (PART-I)- Document captures the basic information about the Client and Directors/Partners/Karta/Authorised signatory etc	3-5	1-5		1		1-4	1-4
2	Bank, Demat & Other Details	ACCOUNT OPENING FORM (PART-II) Details of Bank Account, Demat Account, SEBI Action and certain other additional Details of the applicant Details for FII's & OCB, Introducers Details and Mode of Operation and Signature	6-7	6-8				5-7	5-7
3	Rights and Obligation	Rights and Obligation of Beneficial Owner and DP as prescribed	8-9	9-10				8-9	8-9
4	Schedule –A	Schedule of DP Charges as applicable to Beneficial Owner	10	11				10	10

#### VOLUNTARY DOCUMENTS FOR DEMAT ACCOUNT OPENING ONLY

5	DDPI	DDPI for Security Pay In, Margin, Buy Back & MF.	11-12	12-15	1			11-12+2	11-12+2
6	Consent for Electronic Statements	Consent Agreement for Providing the Transaction Statement Through Internet	13-14	16-17	1			13-14	13-14
7	HUF Declaration	Declaration Buy Karta, Members & Co-parceners	15					15	15

## INSTRUCTIONS/CHECK LIST FOR FILLING KYC FORM

### A. IMPORTANT POINTS:

1. Self attested copy of PAN card is mandatory for all clients, including Promoters/Partners/Karta/Trustees and whole time directors and persons authorized to deal in securities on behalf of company/firm/others.
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 Scheduled Commercial Banks/Scheduled Co-Operative Bank/Multinational Foreign Banks/Gazetted Officer/Notary public/Elected representatives to the Legislative 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 FII/sub account, Power of Attorney given by FII/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, FIIs, 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
<b>Corporate</b>	<input type="checkbox"/> Copy of the balance sheets for the last 2 financial years (to be submitted every year). <input type="checkbox"/> 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). <input type="checkbox"/> Photograph, POI, POA, PAN and DIN numbers of whole time directors/two directors in charge of day to day operations. <input type="checkbox"/> Photograph, POI, POA, PAN of individual promoters holding control - either directly or indirectly. <input type="checkbox"/> Copies of the Memorandum and Articles of Association and certificate of incorporation. <input type="checkbox"/> Copy of the Board Resolution for investment in securities market. <input type="checkbox"/> Authorised signatories list with specimen signatures.
<b>Partnership Firm</b>	<input type="checkbox"/> Copy of the balance sheets for the last 2 financial years (to be submitted every year). <input type="checkbox"/> Certificate of registration (for registered partnership firms only). <input type="checkbox"/> Copy of partnership deed. <input type="checkbox"/> Authorised signatories list with specimen signatures. <input type="checkbox"/> Photograph, POI, POA, PAN of Partners.
<b>Trust</b>	<input type="checkbox"/> Copy of the balance sheets for the last 2 financial years (to be submitted every year). <input type="checkbox"/> Certificate of registration (for registered trust only). <input type="checkbox"/> Copy of Trust deed. <input type="checkbox"/> List of trustees certified by managing trustees/CA. <input type="checkbox"/> Photograph, POI, POA, PAN of Trustees.
<b>HUF</b>	<input type="checkbox"/> PAN of HUF. <input type="checkbox"/> Deed of declaration of HUF/ List of coparceners. <input type="checkbox"/> Bank pass-book/bank statement in the name of HUF. <input type="checkbox"/> Photograph, POI, POA, PAN of Karta.
<b>Unincorporated association or a body of individuals</b>	<input type="checkbox"/> Proof of Existence/Constitution document. <input type="checkbox"/> Resolution of the managing body & Power of Attorney granted to transact business on its behalf. <input type="checkbox"/> Authorized signatories list with specimen signatures.
<b>Banks/Institutional Investors</b>	<input type="checkbox"/> Copy of the constitution/registration or annual report/balance sheet for the last 2 financial years. <input type="checkbox"/> Authorized signatories list with specimen signatures.
<b>Foreign Institutional Investors (FII)</b>	<input type="checkbox"/> Copy of SEBI registration certificate. <input type="checkbox"/> Authorized signatories list with specimen signatures.
<b>Army/ Government Bodies</b>	<input type="checkbox"/> Self-certification on letterhead. <input type="checkbox"/> Authorized signatories list with specimen signatures.
<b>Registered Society</b>	<input type="checkbox"/> Copy of Registration Certificate under Societies Registration Act. <input type="checkbox"/> List of Managing Committee members. <input type="checkbox"/> Committee resolution for persons authorised to act as authorised signatories with specimen signatures. <input type="checkbox"/> True copy of Society Rules and Bye Laws certified by the Chairman/Secretary.

**KNOW YOUR CLIENT (KYC) APPLICATION FORM – For NON-INDIVIDUAL**

**NEW**       **CHANGE REQUEST (Please Tick appropriate)**

Please fill this form in **ENGLISH** and in **BLOCK LETTERS**

**A. IDENTITY DETAILS**

<b>1.NAME OF THE APPLICANT</b>									
<b>2. INCORPORATION:</b>		<b>(a) Date:</b>			<b>(b) Place:</b>			<b>3. Commencement Dt.</b>	
<b>4a. PAN NO.</b>									
<b>4b. Registration No.(e.g. CIN)</b>									
<b>5. STATUS (Please tick <input checked="" type="checkbox"/> the appropriate :</b>									
<input type="checkbox"/> Private Ltd co. <input type="checkbox"/> Public Ltd Co. <input type="checkbox"/> Body Corporate <input type="checkbox"/> Trust <input type="checkbox"/> Charities <input type="checkbox"/> NGO's <input type="checkbox"/> Bank <input type="checkbox"/> Govt Body <input type="checkbox"/> Non Govt Organisation <input type="checkbox"/> Defence Establishment <input type="checkbox"/> Society <input type="checkbox"/> LLP <input type="checkbox"/> Partnership <input type="checkbox"/> FI <input type="checkbox"/> FII <input type="checkbox"/> HUF <input type="checkbox"/> AOP <input type="checkbox"/> BOI <input type="checkbox"/> Others(Please Specify) _____									

**B. ADDRESS DETAILS**

<b>1. Correspondence Address:</b>							
<b>City/Town/Village</b>		<b>Pin</b>		<b>State</b>		<b>Country</b>	
<b>2. Specify The Proof Address submitted for Correspondence Address:</b>							
<b>3. Contact Details:</b>		Tel: Off/Fax		Resi		Cell	
		E MAIL ID:					
<b>4. Registered Address: (If Different from above )</b>							
<b>City/Town/Village</b>		<b>Pin</b>		<b>State</b>		<b>Country</b>	
<b>5. Specify the proof of Add. Submitted for Permanent/Registered Address:</b>							

**C. OTHER DETAILS**

<b>1. Gross Annual Income</b>		<input type="checkbox"/> < 20 Lacs <input type="checkbox"/> 20-50 Lacs <input type="checkbox"/> 50 Lacs -1 Crore <input type="checkbox"/> >1 Crore					
<b>2. Networth (Net worth should not be older than 1 year):</b>					<b>As on Date</b>		/ /
<b>3. Please Give Details such as:</b>							
<b>Name, PAN No., DIN/UID No. and Residential Address of Promoters / Partners / Karta/Trustees / Whole Time Director / persons authorized to deal in securities on behalf of the company / firm/others .</b>							
1. Name: _____ Designation: _____ PAN No: _____							
Address: _____							
_____ DIN/UID No: _____							
2. Name: _____ Designation: _____ PAN No: _____							
Address: _____							
_____ DIN/UID No: _____							
3. Name: _____ Designation: _____ PAN No: _____							
Address: _____							

<b>1 of 1AS</b>	<b>17</b> (First Authorised Signatory)	<b>1 of 2AS</b>	<b>17</b> (Second Authorised Signatory)	<b>1 of 3AS</b>	<b>17</b> (Third Authorised Signatory)
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**Please tick, if applicable, for any of your authorized signatories / Promoters / Partners / Karta / Trustees / whole time directors:**

Politically Exposed Person (PEP)  
 Related to a Politically Exposed Person (RPEP)

**6a. Nature of Business** \_\_\_\_\_ **Registration No. (e.g. CIN)** \_\_\_\_\_

**6b. Any other information** \_\_\_\_\_

Affix your photo & sign across the Photograph   <b>2 of 1AS   17</b> (First Authorised Signatory)	Affix your photo & sign across the Photograph   <b>2 of 2AS   17</b> (Second Authorised Signatory)	Affix your photo & sign across the Photograph   <b>2 of 3AS   17</b> (Third Authorised Signatory)
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**D. 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 aware that I/We may be held liable for it.

<b>3 of 1AS   17</b>	<b>3 of 2AS   17</b>	<b>3 of 3AS   17</b>
<b>Name of Authorised signatory-1</b>	<b>Name of Authorised signatory-2</b>	<b>Name of Authorised signatory-3</b>

**Date:** \_\_\_\_\_

**FOR OFFICE USE ONLY: In Person Verification (IPV) Details ( FOR DP and Trading):**

UCC Code allotted to the Client: \_\_\_\_\_ **DP ID – IN 303374** Demat Client Code: \_\_\_\_\_

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

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

<b>4 of 1AS   17</b> (First Authorised Signatory)	<b>4 of 2AS   17</b> (Second Authorised Signatory)	<b>4 of 3AS   17</b> (Third Authorised Signatory)
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**Date** \_\_\_\_\_ **Seal/Stamp of the Stock Broker** \_\_\_\_\_ **Signature of the Authorised Signatory** \_\_\_\_\_

**Details of Promoters/Partners/Karta/Trustees/Whole Time Directors forming a part of KYC application Form for Non-Individuals**

NAME		Photograph
DESIGNATION/RELATIONSHIP WITH APPLICANT (i.e Promoters, whole time Directors etc.)		
PAN		
RESIDENTIAL / REGISTERED ADDRESS		
DIN /UID		
PEP /RELATED TO PEP		
TEL / MOBILE NO.		

NAME		Photograph
DESIGNATION/RELATIONSHIP WITH APPLICANT (i.e Promoters, whole time Directors etc.)		
PAN		
RESIDENTIAL / REGISTERED ADDRESS		
DIN /UID		
PEP /RELATED TO PEP		
TEL / MOBILE NO.		

NAME		Photograph
DESIGNATION/RELATIONSHIP WITH APPLICANT (i.e Promoters, whole time Directors etc.)		
PAN		
RESIDENTIAL / REGISTERED ADDRESS		
DIN /UID		
PEP /RELATED TO PEP		
TEL / MOBILE NO.		

NAME		Photograph
DESIGNATION/RELATIONSHIP WITH APPLICANT (i.e Promoters, whole time Directors etc.)		
PAN		
RESIDENTIAL / REGISTERED ADDRESS		
DIN /UID		
PEP /RELATED TO PEP		
TEL / MOBILE NO.		

**5 of 1AS | 17**  
(First Authorised Signatory)

**5 of 2AS | 17**  
(Second Authorised Signatory)

**5 of 3AS | 17**  
(Third Authorised Signatory)

**Stamp and Signature of Authorised Signatories**

**Date:**

**MANDATORY****PART-II ACCOUNT OPENING FORM FOR NON- INDIVIDUAL DEMAT ACCOUNT-page 1****Participants Name: VFC SECURITIES PRIVATE LIMITED. 1<sup>ST</sup> Floor Nusser House, Opera House, Mumbai-4**

<b>DPID:</b>	<b>I</b>	<b>N</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>7</b>	<b>4</b>	<b>Client ID</b>										
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We Request you to open a depository account in our name as per the following Details:(Please fill Date all the details in CAPITAL LETTERS Only)

**A.DETAILS OF ACCOUNT HOLDER(S)**

<b>1.Name of Authorised Person</b>		<b>PAN</b>																	
<b>2.Name of Authorised Person</b>		<b>PAN</b>																	
<b>3.Name of Authorised Person</b>		<b>PAN</b>																	

IF SECOND OR AUTHORISED PERSON IS NOT REGISTERED WITH KRA, KINDLY FILL UP THE ADDITIONAL KYC FORM FOR THE RESPECTIVE HOLDER.

<b>B. Type of account</b>	<input type="checkbox"/> Body Corporate <input type="checkbox"/> FI <input type="checkbox"/> FII <input type="checkbox"/> Qualified Foreign Investor <input type="checkbox"/> Mutual Fund <input type="checkbox"/> Trust <input type="checkbox"/> Bank <input type="checkbox"/> HUF <input type="checkbox"/> CM <input type="checkbox"/> Margin <input type="checkbox"/> Others(please Specify)_____
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For Partnership firm, unregistered trust, Association of persons(AOP) etc, although the account is open in the name of The Karta, partner(s), Trustee(es) etc, the Name and PAN of the HUF, Partnership firm, unregistered Trust, association of persons etc, should be mention below:

<b>Name:</b>		<b>PAN No.</b>	
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<b>D.In case of FII/Others( as may be applicable)</b>	<b>RBI Reference No.</b>	<b>Approval Date:</b>
<b>SEBI Regn No. (for FIIs)</b>		

**E. BANK ACCOUNT DETAILS [Tick Only One As Main Bank ( Otherwise First Bank will be considered as Default)]**

	<b>BANK No.—1</b>	<b>BANK No.--2</b>
<b>Bank Name</b>		
<b>Address</b>		
<b>A/c No.</b>		
<b>A/c type (Savings, Current, Others specify)</b>		
<b>MICR Code</b>		
<b>IFSC Code</b>		

**F. CLEARING MEMBER DETAILS(to be filled by clearing members only)**

<b>1</b>	<b>Name of the Stock Exchange</b>	
<b>2</b>	<b>Name of Clearing Corporation/ Clearing House</b>	
<b>3</b>	<b>Clearing member ID</b>	<b>4. SEBI Regn No:</b>
<b>5</b>	<b>Trade Name</b>	<b>6. CM-BP-ID(to be filled by participant)</b>

**Stamp and Signature of Authorised Signatories**

<b>6 of 1AS</b>	<b>17</b>
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(First Authorised Signatory)

<b>6 of 2AS</b>	<b>17</b>
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(Second Authorised Signatory)

<b>6 of 3AS</b>	<b>17</b>
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(Third Authorised Signatory)

**PART-II ACCOUNT OPENING FORM FOR NON-INDIVIDUAL DEMAT ACCOUNT-Page 2**

<b>Standing Instructions</b>	We Authorise you to receive credits automatically into our Account <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>DDPI for Pay-in, Margin, Buy Back &amp; MF</b>	Account to be operated through Demat Debit & Pledge Instruction (DDPI) <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>SMS ALERT FACILITY:</b> (Mandatory if you are giving Demat Debit & Pledge Instruction (DDPI). Ensure that the mobile number is provided in the KYC Application Form)	<b>First Signatory</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<b>Second Signatory</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<b>Third Signatory</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Receive Annual reports, AGM notices &amp; other Communications from issuers &amp; RTA's in Physical Form</b>	<b>First Signatory</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<b>Second Signatory</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<b>Third Signatory</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Mobile No</b>	<input type="checkbox"/> Me <input type="checkbox"/> My family	<b>Email</b>	<input type="checkbox"/> Me <input type="checkbox"/> My family
<b>Mode of Receiving Statement (Tick one)</b>	<input type="checkbox"/> Physical Form	<input type="checkbox"/> Electronic Form (Read note 3 and ensure that email ID is provided in KYC Application Form)	
<b>Mode of Receiving Rights &amp; Obligation between DP &amp; B/O</b>		<input type="checkbox"/> Physical Form	<input type="checkbox"/> Electronic Form

**Declaration**

The rules and regulations of the Depository and Depository Participants pertaining to an account which are in force now have been read by us and we have understood the same and we agree to abide by and to be bound by the rules as are in force from time to time for such accounts. We hereby declare that the details furnished above are true and correct to the best of our knowledge and belief and 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, we are aware that we may be held liable for it. I/We acknowledge the receipt of copy of the document, "Rights and Obligation of the beneficial Owner and depository participant".

**Authorised Signatories**

(Enclose a Board Resolution for Authorised Signatories)

	Name of the Signatory	Signature
<b>First Signatory</b>		<b>7 of 1AS 17</b> (First Authorised Signatory)
<b>Second Signatory</b>		<b>7 of 2AS 17</b> (second Authorised Signatory)
<b>Third Signatory</b>		<b>7 of 3AS 17</b> (Third Authorised Signatory)

**Other Holders**

<b>Authorised Person</b>		
<b>Authorised Person</b>		

**MODE OF OPERATION FOR AUTHORISED PERSON / Signatory (in case of joint holding all the holders must sign)**

<input type="checkbox"/> Any one Singly	<input type="checkbox"/> Jointly by
<input type="checkbox"/> As per Resolution	<input type="checkbox"/> Others (please Specify)

**NOTES**

- i) In case of additional signatures, separate annexure should be attached to the application form.
- ii) Thumb impression and signature other than Eng. Or Hindi or any of the other language not contained in the 8<sup>th</sup> schedule of the constitution of India must be attested by a magistrate or a Notary Public or a SEM.
- iii) For receiving statement of account in electronic form:
- iv) Client must ensure the confidentiality of the password of the Email account ii) Client must promptly inform the participant, if the Email address has changed. iii) Client may opt to terminate this facility by giving ten days prior notice. Similarly, Participant may also terminate this facility by giving ten days prior Notice.
- v) Non-receipt of bounced mail notification by the trading member shall amount to delivery of contract note & Other Documents at the e-mail ID of the client.

STRIKE OFF WHICHEVER IS NOT APPLICABLE

**8 of 1AS 17**

(First Authorised Person)

**8 of 2AS 17**

(Second Authorised Person)

**8 of 3AS 17**

(Third Authorised Person)

## **Rights and Obligations of Beneficial Owner and Depository Participant as prescribed by SEBI and Depositories**

### **General Clause**

- A) The Beneficial Owner and the Depository participant (DP) shall be bound by the provisions of the Depositories Act, 2018, 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.
- B) 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, 1996 and Bye-Laws/Operating Instructions/Business Rules of the Depositories.

### **Transfer of Securities**

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

### **Statement of account**

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

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(First Authorised Person)

9 of 2AS | 17

(Second Authorised Person)

9 of 3AS | 17

(Third Authorised Person)

**Stamp and Signature of All Authorised Signatories**

**Manner of Closure of Demat account**

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

**Default in payment of charges**

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

**Liability of the Depository**

21. As per Section 16 of Depositories Act, 1996,
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**

22. The Beneficial Owner may exercise the right to freeze/defreeze his/her demat account maintained with the DP in accordance with the procedure and subject to the restrictions laid down under the Bye Laws and Business Rules/Operating Instructions.
23. The DP or the Depository shall have the right to freeze/defreeze the accounts of the Beneficial Owners on receipt of instructions received from any regulator or court or any statutory authority.
24. 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**

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

**Authorized representative**

26. 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**

27. 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.
28. 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.
29. 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.
30. 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
31. 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.
32. 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.

**10 of 1AS | 17**

(First Authorised Person)

**10 of 2AS | 17**

(Second Authorised Person)

**10 of 3AS | 17**

(Third Authorised Person)

**Stamp and Signature of All Authorised Signatories**

**VFC SECURITIES PRIVATE LIMITED**

Member : National Securities Depository Ltd. (NSDL)  
142 Shreeji Chambers, Above PNB, Behind Prasad Chambers, Opera House, Charni Road, Mumbai – 400004.  
Tel. No. 022- 40043395 / 022-35114958.

**SEBI Regn. No. IN-DP-605-2021 DP ID NO. – IN 303374**

## SCHEDULE – A

CHARGES FOR BENEFICIARY OWNER ACCOUNT w.e.f. 01/04/2026

Note: this schedule is a part of the agreement and is to be signed and submitted

TYPE OF SERVICE	CHARGES
Account Opening & Closing	NIL
Account Maintenance	For Non- Corporate Account Rs. 600/- (NSDL –NIL) & Corporate Account Rs. 1000 (PA) including NSDL chgs of Rs. 500 Per Corporate PA.
BSDA Account (For Individual Accounts Only)	Holding Up to 4 lakhs – NIL, More than 4 lakhs but up to 10 lakhs – 100, More than 10 lakhs – Regular Charges as Not Eligible as BSDA.
Custody Charges	NIL
Demat & Remat Charges	Rs. 150/- per certificate each. <b>INCLUDING</b> NSDL DEMAT chgs NIL.NSDL RREMAT Charges for Remat a) Rs. 10/- for every hundred securities or part thereof subject to maximum fee of Rs. 5 lakhs or b) a flat fee of Rs. 10 per certificate whichever is higher.
Postage Courier	At Actual or Minimum Rs.75/- Per Demat request (whichever is Higher)
<b>Transaction (Including Inter-Depository)</b>	
Purchase	NIL
Sale	0.05% of sale value or minimum Rs. 25/- Per Script, including NSDL Charges of Rs. 4 per Debit Instruction.
OFF Market transaction	Rs. 100 per ISIN Transaction, including NSDL Charges of Rs. 4 per Debit Instruction.
Pledge Creation/Confirmation/closure	All Rs. 100/- Per ISIN.
Pledge Assure Confirmation	<b>ABOVE Charges Includes NSDL charges as follows:</b>
Pledge Invocation	NSDL Charges Normal Pledge Rs. 25 Per Instruction.
Failed Transaction	Margin Pledge initiation from Client To TM – Rs. 5 per Instruction Re Pledge from TM account to CM account – Rs. 1 per Instruction Re Pledge from CM account to CC account – Rs. 1 per Instruction Re Pledge Release from CM to TM account – Rs. 1 per Instruction Margin Pledge Release by CM/TM To Client A/c – Rs. 5 per Instruction Invocation By CM or TM – Rs. 5 per Instruction
(No NSDL fees for re-pledge release / Invocation by CC)	
Other Charges	A) Additional statement Rs. 25/- per page B) Cheque bouncing charges and ECS return charges “for want of funds” – Rs. 750/- OR AT ACTUAL CHARGED BY THE BANK C) Any other service not listed above will be charged on “actual” basis (upfront) D) Franking Charges at Rs.510 or at actual if DDPI is given by BO E) Rs. 150 per booklet for Misplaced / Lost DIS.
Securities borrowing / lending charges	Rs. 100/- per transaction
Interest on delayed payment of bills	Interest @ 13% p.a. for delayed payment of bills
GST	At applicable rate will be levied for all the above services

Expenditure incurred for services other than the ones listed above, will be charged on “actual” basis

**Note:** 1. The charges mentioned above will be recovered as and when due / regular intervals.

2. VFC reserves its right to change the rate structure at its discretion, by giving required notice however if charges are reduced, notice to the client may not be necessary. 3. Advance remittances towards future bills also will be accepted.

11 of 1AS 17

(First Authorised Person)

11 of 2AS 17

(Second Authorised Person)

11 of 3AS 17

(Third Authorised Person)

**Stamp and Signature of All Authorised Signatories**

**FOR DEMAT ACCOUNT ONLY****VOLUNTARY****DEMAT DEBIT & PLEDGE INSTRUCTION****DDPI FOR MARGIN, PAY IN, BUY BACK & MF OF SECURITIES FOR THE PURPOSE OF SETTLEMENT****DATE:****UNIQUE CLIENT CODE****BO ID****NAME OF THE FIRST HOLDER****NAME OF THE SECOND HOLDER****NAME OF THE THIRD HOLDER**

To,

**VFC Securities Private Limited****142, Shreeji Chambers,****Behind Prasad Chambers,****Tata Road No. 2,****Opera House, Mumbai – 400 004.**

Sub: Execution of 'Demat Debit and Pledge Instruction' (DDPI) for transfer of securities towards Deliveries / settlement obligations, Buy Back and pledging / re-pledging of securities as per SEBI circular SEBI/ HO/ MIRSD/ DoP/P/CIR/ 2022/ 44 dated April 4, 2022 & SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2022/137 dated October 6, 2022 on Execution of Demat Debit and Pledge Instruction' (DDPI).

- I/We hereby execute Demat Debit and Pledge Instruction' (DDPI) in the favour of VFC Securities Private Limited and agree to authorize them to access my/our BO Account specified above for the limited purpose of settlement/margin/Buy Back obligation as specified below:**

<b>Sr</b>	<b>Purpose / Nature of Instruction</b>	<b>Client's Signature</b>
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 (TM).	<div style="display: flex; justify-content: space-between;"> <div style="width: 20%;"><b>12 of 1AS</b></div> <div style="width: 5%;"><b>17</b></div> <div style="width: 75%; border-bottom: 1px solid black; text-align: center;">1.</div> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 20%;"><b>12 of 2AS</b></div> <div style="width: 5%;"><b>17</b></div> <div style="width: 75%; border-bottom: 1px solid black; text-align: center;">2.</div> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 20%;"><b>12 of 3AS</b></div> <div style="width: 5%;"><b>17</b></div> <div style="width: 75%; border-bottom: 1px solid black; text-align: center;">3.</div> </div>
2.	Pledging /Re-pledging of securities in favour of trading member (TM) / Clearing member (CM) for the purpose of meeting <i>margin</i> requirements of the clients in Connection with the trades executed by the clients on the Stock Exchange.	<div style="display: flex; justify-content: space-between;"> <div style="width: 20%;"><b>13 of 1AS</b></div> <div style="width: 5%;"><b>17</b></div> <div style="width: 75%; border-bottom: 1px solid black; text-align: center;">1.</div> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 20%;"><b>13 of 2AS</b></div> <div style="width: 5%;"><b>17</b></div> <div style="width: 75%; border-bottom: 1px solid black; text-align: center;">2.</div> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 20%;"><b>13 of 2AS</b></div> <div style="width: 5%;"><b>17</b></div> <div style="width: 75%; border-bottom: 1px solid black; text-align: center;">4.</div> </div>

3.	Mutual Fund transactions being executed on Stock Exchange order entry platforms	<b>14 of 1AS</b>   <b>17</b>	1. _____
		<b>14 of 2AS</b>   <b>17</b>	2. _____
		<b>14 of 3AS</b>   <b>17</b>	3. _____
4	Tendering shares in open offers through Stock Exchange Platforms	<b>15 of 1AS</b>   <b>17</b>	1. _____
		<b>15 of 2AS</b>   <b>17</b>	2. _____
		<b>15 of 3AS</b>   <b>17</b>	3. _____

**2. List of Beneficial Owner Accounts that the Member is entitled to operate with DDPI are as follows\*:**

1.	NSE & BSE – NSDL TMCM POOL A/C	IN 564203
2.	NSE & BSE – CDSL TMCM POOL A/C	1601010000228250
3.	NSE & CLIENT MARGIN PLEDGE ACCOUNT	IN 303374 – 10008662
4.	NSE & BSE – NSDL TM POOL A/C	IN 547990, CMID 50302

**“Any modification, deletion or addition in the above account shall be intimated to me/ us separately”.**

**3. The authorization provided by DDPI shall be applicable for all transactions specified herein from the date of applicability as specified by SEBI/ Exchange.**

	<b>First Authorised Signatory</b>	<b>Second Authorised Signatory</b>	<b>Third Authorised Signatory</b>
<b>Signature</b>			

**If HUF, Co-Parceners Signature:**

1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_

**FOR DEMAT ACCOUNT ONLY** **VOLUNTARY**  
**AGREEMENT BETWEEN THE PARTICIPANT AND THE CLIENT FOR PROVIDING THE TRANSACTION STATEMENT THROUGH INTERNET**

This agreement made and entered into this \_\_\_ day of \_\_\_\_\_ 202\_\_\_ at Mumbai, between  
1) \_\_\_\_\_ 2) \_\_\_\_\_  
\_\_\_\_\_ & 3) \_\_\_\_\_ situated at \_\_\_\_\_  
\_\_\_\_\_ (hereinafter called "the Client") and VFC SECURITIES PVT LTD situated at 142, Shreeji Chambers, Above PNB, Behind Prasad Chanbers, Opera House, Mumbai - 400004.

**16 of 1AS 17**  
(First Authorised Person)

**16 of 2A17**  
(Second Authorised Person)

**16 of 3AS 17**  
(Third Authorised Person)

**Witnesseth**

WHEREAS the Client has permitted the Participant to provide the transaction statement through internet (web-based and / or email).

NOW THEREFORE in consideration of the Participant having agreed to provide the transaction statement through internet (web-based and /or email), both the parties to the agreement hereby covenant and agree as follows:

- I. The Participant shall install adequate system to restrict the access of the transaction statement only to the Client.
- II. The Client shall take all the necessary steps to ensure confidentiality and secrecy of the login name and password.
- III. The Client is aware that the transaction statement may be accessed by other entities in case the confidentiality / secrecy of the login name and password is compromised.
- IV. In case the Client opts for transaction statement through Email, it shall immediately inform the participant about change Email address, if any. The Participant shall verify and confirm with the client about the change. Further, the participant shall confirm with the client about validity of the Email address at least once in year.
- V. The Client agrees not to receive transaction statement in paper form from the participant. Provided however that, in Case the participant is not able to provide transaction statement to its Client through internet (Web-based / E-mail) due to any unforeseen problems, the participant should ensure that the transaction statement reaches to tile Client in physical form as per the time schedule stipulated in the bye laws & business rules of NSDL.
- VI. The Participant and the Client shall have the right to terminate this agreement after giving a notice of at least 10 days to the party.
- VII. The above terms and conditions are in addition to and not in contravention of the terms and conditions forming a part of the "AGREEMENT BETWEEN THE PARTICIPANT AND THE PERSON SEEKING TO OPEN AN ACCOUNT WITH THE PARTICIPANT" signed by the Client at the time of opening the account with the Depository.

**IN WITNESS WHEREOF** the participant and the client have caused these presents to be executed as of the day and year first above written.

**Signed and delivered by**

**17 of 1A17**  
(First Authorised Person)

**17 of 2A17**  
Second Authorised Person)

**17 of 3AS 17**  
(Third Authorised Person)

(For and on behalf of the client)

\_\_\_\_\_  
**Witness name and signature**  
**Signed and delivered by**  
**For VFC Securities Private Limited**

**IN THE PRESENCE OF**

**B2**  
\_\_\_\_\_  
**Director**  
**Stamp & Signature of the First Authorised Person**

\_\_\_\_\_  
**Witness name and signature**  
**Client Code : \_\_\_\_\_ Place:**

**HUF DECLARATION**

Date :

To  
**VFC Securities Private Limited**  
142, Shreeji Chambers,  
Above PNB, Behind Prasad Chambers,,  
Opera House,  
Mumbai 400 004.

Dear Sir / Madam,

I hereby request you to open our Trading & Demat account with you, for our HUF.

Being Karta of my family, I hereby declare that following is the list of family members in our HUF, as on date of Application, i.e. \_\_\_\_\_

<b>SR. NO.</b>	<b>NAME OF FAMILY MEMBERS</b>	<b>RELATION</b>	<b>DATE OF BIRTH</b>	<b>AGE</b>	<b>COPARCNER / MEMBER</b>	<b>SIGNATURE</b>
1.						
2.						
3.						
4.						
5.						
6.						
7.						

I hereby also declare that the particulars given by me as stated above are true to the best of my knowledge as on date for making this Application to open Account.

I agree that any false / misleading information given by me or suppression of any material information will render my said account liable for termination and further action. Further, I agree that I will immediately intimate any death/s or birth/s in the family as it changes the constitution of the HUF.

Thanking you,  
Yours faithfully,

\_\_\_\_\_

**(Name of the Signatory)**

**(Please Affix stamp of HUF)**

## Acknowledgement

Dear Sir,

I / we confirm that I / we have opened **DEMAT ACCOUNT in NSDL** with M/s VFC Securities Private Limited and for which I / we have received following documents.

- A) KYC Form for all the holders
- B) Rights and Obligations of BO and DP as prescribed by SEBI and DEPOSITORIES.
- C) Copy of Demat Charges.
- D) DDPI for pay-in of securities, margin pledge, Buy back & MF purpose.
- E) Agreement For Providing The Transaction Statement Through Internet
- F) Client Master List
- G) Investor Charter
- H) My/ our Delivery Instruction Slip bearing distinctive No. \_\_\_\_\_ To \_\_\_\_\_ .

\_\_\_\_\_  
**Stamp & Signature of the First Authorised Person**

Trading code no. \_\_\_\_\_

Client ID for DP: \_\_\_\_\_

Date:

Place:

## Acknowledgement

**VFC Securities Private Limited**  
**142, Shreeji Chambers, above PNB, Behind Prasad Chambers, Opera House,**  
**Mumbai-400004.**  
**DP ID- IN 303374**

Received The application From Mr. /Ms \_\_\_\_\_ as the sole/First Holder along with \_\_\_\_\_ and \_\_\_\_\_ as the second and Third Holder respectively for opening of a Depository account. Please quote the DPID and CLIENT ID allotted to you in all your future correspondence.

For VFC Securities Private Limited

Date:

Authorised Signatory