

Eq Demat KYC Check List

Please read the following Instructions carefully before filling the Account Opening Form

- Please fill all information in CAPITAL LETTERS and with black/blue ball point pen only.
- Please paste (not staple) a passport size photograph (cross signature) on the space provide.
- Trading Accounts can not be opened in joint names.
- Please put full signature at places marked as (☞), wherever applicable.
- PIN code is mandatory in Address detail. Complete mobile and telephone no. should be mentioned with the STD/ISD codes.
- Witness column should be filled in clearly & legibly. Signature of witness (es) is mandatory and should be there on all required place.
- All documents copies require on A4 size paper with self attested and all Original Documents shall be required for verification purposes at the time of submission of form.
- PAN Card must be accompanied with any of the below mentioned document if photo on PAN Card is not visible.
(1) Voter ID Card (2) Passport / Driving License (Date of expiry should be more than six month from the date of our acceptance)
- Proof for Financial Detail (Any one as per below mention evidence)
(1) Copy of ITR Acknowledgement (2) Copy of Annual Account (3) Copy of Form 16 in case of salary income (4) Net worth certificate duly certified by Chartered Accountant (5) Salary Slip (6) Bank Account Statement for last 6 month (7) Copy of Demat Account holding statement (8) Any other relevant documents substantiating ownership of asset.

CHECK LIST FOR DOCUMENTS TO BE SUBMITTED

Individual Account:

- Recent Passport size colour photograph(s) of Applicant(s)
- Copy of PAN Card of Applicant(s) (Self Attested)
- Copy of Permanent Address & Correspondence Address proof(s) in the name of Applicant(s)
Driving License / Passport / Ration Card / Voter ID card / Bank Passbook or Bank statement (not more than three months old) / Telephone Bill – Landline (not more than 2 months old) / Electricity Bill (not more than 2 months old)
- Copy of Cancelled Cheque of Applicant (If name not printed on cheque then Bank Passbook/Bank Statement must be required)
- Colour Photograph of Nominee with nominee address and sign on space provide (Holder signature must require on nominee declaration if nominee not assign)
- Proof for Financial Detail. (please refer a filling instruction of a/c opening)

Minor Account: (Only Depository Account)

- Recent Passport Size colour photograph of Minor & Guardian
- Copy of PAN Card of Minor (Attested by Guardian)
- Notarized True Copy of Date of Birth Certificate
- Copy of Address proof of Minor (Bank Passbook or Bank statement not more than three months old. Minor's Bank A/c under Guardianship)
- Copy of Identity proof of Guardian (Self attested)
- Copy of Address proof of Guardian
- Copy of Cancelled Cheque (Cancelled Cheque of Minor's Bank A/c under Guardianship)
- Affix rubber stamp at appropriate place.

HUF Account: (As per NSDL HUF (Depository) A/c is opened in the name of "KARTA" only)

- Recent passport size colour photograph of the KARTA
- Copy of PAN Card of HUF (Attested by Karta)
- Copy of Cancelled Cheque of HUF (If name not printed on cheque then Bank Passbook/Bank Statement must be required)
- Copy of Identity Proof of KARTA (Self attested)
- Copy of Address Proof of KARTA
- Declaration of HUF should be filled, signed and stamped (Annexure - (NSE&DP) 1 & (BSE) 2)
- Affix rubber stamp at appropriate place.
- Proof for Financial Detail ((please refer a filling instruction of a/c opening)

NRI Account:

- Recent Passport size colour photograph(s) of Applicant(s)
- Copy of Indian PAN Card duly self attested
- Copy of valid Passport of Applicant
- Copy of Indian & Foreign Address proof of Applicant
- Copy of RBI/Authorized Banker's Approval (PIS Letter)
- Copy of Cancelled Cheque of NRI (If name not printed on cheque then Bank Passbook/Bank Statement must be required)
- Undertaking to comply with FEMA regulations (Annexure - (DP) 5)
- Proof for Financial Detail (please refer a filling instruction of a/c opening)

Note:-All KYC document must notarize (foreign notary in case of person outside India) if holder does not personally visit to DP H.O. office/Branch office.

Proprietorship Firm Account:

(Proprietorship Firm (Depository) A/c can be opened in the name of "Sole Proprietor" only and Broking A/c can be opened in the name of "Proprietorship Firm" only)

- Recent passport size colour photograph of the Proprietor
- Copy of PAN Card of Proprietor (Self attested)
- Copy of Cancelled Cheque of Proprietorship Firm (If name not printed on cheque then Bank Passbook/Bank Statement must be required)
- To verify Proprietor's name Bank Verification Letter require
- Copy of Address proof in the name of Proprietor as well as Proprietorship Firm
- Declaration by Firm - Sole Proprietorship on letter head of the firm (Annexure- (NSE) 3 & (BSE) 4)
- Affix rubber stamp at appropriate place.
- Proof for Financial Detail (please refer a filling instruction of a/c opening)

Partnership Firm Account:

(Partnership Firm (Depository) A/c can be opened in the name of "Partners" only and Broking A/c can be opened in the name of "Partnership Firm")

- Recent Passport size colour photograph(s) of Authorized Partners
- Copy of PAN Card of all Partners & the Partnership Firm
(PAN details of Partnership Firm should be mentioned in space of PAN details in kyc form, PAN Card Xerox should be self attested by partners.)
- Copy of Address proof in the name of all Partners as well as the Partnership Firm.
- Copy of Cancelled Cheque of Partnership Firm (If name not printed on cheque then Bank Passbook/Bank Statement must be required)
- Notarized true copy of Partnership Deed
- Undertaking from partners (Annexure - (NSE) 6 , (BSE) 7 & (DP) 8)
- Affix rubber stamp at appropriate place.
- Proof for Financial Detail. (please refer a filling instruction of a/c opening)

Corporate A/c:

- **Photo copy of Company Pan Card**
(Attested by Authorized signatory with Rubber stamp)
- **Company Address Proof**
Form no-18 with R.O.C. Chillan OR Bank stat.(Bank statement (not more than three months old)
OR Telephone Bill – Landline (not more than 2 months old) / Electricity Bill (not more than 2 months old)
- **Copy of Cancelled Cheque of Company name (If name not printed on cheque then Bank Passbook/Bank Statement must be required)**
- **Bankers verification letter or introducer signature of existing Demat A/c holder**
(Available on bank verification/introducer space page no-)
- **Board Resolution**
(Anne-9 (NSE) Anne-10 (BSE) Anne-11 (DEMAT))
- **Certified copy of Memorandum and Article of Association of Company**
(Sign with Rubber stamp on front page, incorporation page MOA & AOA-on 1st and last page)
- **Passport size photograph of Authorized signatories**
(Req. cross sign on photo with company rubber stamp on space provide on page no-)
- **Photo copy of Identity proof**
(Self attested Pan Card copy compulsory for Authorized signatory and Director Name mention as per Board Resolution)
- **Photo copy of Address Proof of Authorized signatories and Director.**
(Proof require as per Director Name mention in Board Resolution)
(Driving License / Passport / Ration Card / Voter ID card/ Bank Passbook or Bank statement (not more than three months old) Telephone Bill – Landline (not more than 2 months old) / Electricity Bill (not more than 2 months old)
- **Form no-32 with R.O.C. receipt (in case of change of Directors)**
(Require .if director name mention in Board Resolution but same director name not mention in Memorandum of Association and Article of Association.
- **List of all Director on company letter head** (Require as per attach Annexure 13)
- **Latest share holding pattern** (Require as per attach Annexure 12)
List of holding more than 5% of company share capital certify by-company secretary/director/M.D.
(To be submitted annually)
- **Certified True copy of Balance sheet with Audit Report**
Bal. Sheet and Audit Report should be for last two year (Not require incase of latest incorporate)
(Req. to submit every year)
- **Copy of Income Tax Returns of last Two Years**

All document of company require with Authorized/Director sign with company rubber stamp



VOLUNTARY DOCUMENT

ANNEXURE - 1

DECLARATION BY KARTA & ALL CO-PARCENERS IN CASE OF HUF ACCOUNT

(This Declaration is to be obtained only if the Client is a HUF)

Monarch Project & Finmarkets Ltd
 "MONARCH HOUSE", Opp. Ishwar Bhuvan,
 Commerce Six Roads, Navrangpura
 Ahmedabad – 380 009

Date: _____

WHEREAS the Hindu Undivided Family of Mr. _____ is carrying on business in the firm name and _____ style of _____ at _____

and we intend to deal, have or desire to have a Trading Account with Monarch Project & Finmarkets Ltd (hereinafter collectively referred to as 'Member') as well as have a beneficiary owner's account (Demat) with Monarch Project & Finmarkets Ltd; Depository Participant (DP) of NSDL. We, undersigned, hereby confirm and declare that we are the present adult co-parceners of the said joint family; that Mr. _____ is the present Karta of the said joint family.

We confirm that affairs of the HUF firm are carried on mainly by the Karta Mr. _____ on behalf and in the interest and for the benefit of all the co-parceners. We hereby authorise the Karta Mr. _____ on behalf of the HUF to deal on Capital Market Segment (CM), Future & Options segment (F&O), Retail Debt Market Segment (RDM) or any other segment that may be introduced by NSE as well as operate the Beneficial Owner's Account in future and the said Trading Member and DP are hereby authorised to honor all instructions oral or written, given by him on behalf of the HUF.

Mr. _____ is authorised to sell, purchase, transfer, endorse, issue instructions, negotiate documents and / or otherwise deal through Monarch Project & Finmarkets Ltd on behalf of the HUF. He is also authorised to sign, execute and submit such applications, undertakings, agreements and other requisite documents writings and deeds as may be deemed necessary / expedient to open account and give effect to this purpose. We are however, jointly and severally responsible for all liabilities of the said HUF firm to the member / DP and agree and confirm that any claim due to the Member /DP from the said HUF firm shall be recoverable from the assets of any one or all of us and also from the estate of the said joint family including the interest thereon of every co-parcener of the said joint family including the share of the minor co-parceners, if any.

We undertake to advise the Member / DP in writing of any change that may occur in the Kartaship or in the constitution of the said joint family or of said HUF firm and until receipt of such notice by the member / DP shall be binding on the said joint family and the said HUF firm and on our respective estates. We shall, however, continue to be liable jointly and severally to the Member / DP for all dues obligations of the said HUF firm in the Member's book on the date of the receipt of such notice by the Member and until all such dues and obligations shall have been liquidated and discharged.

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

Name of Minor co-parceners	Age	Relationship with Karta	Date of Birth
_____	_____	_____	____/____/____
_____	_____	_____	____/____/____
_____	_____	_____	____/____/____

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

Name of KARTA	Age	Relationship with Karta	Signature
_____	_____	_____	_____
(With HUF Stamp)			

Name of Adult Co-Parceners	Age	Relationship with Karta	Signature
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____



VOLUNTARY DOCUMENT
ANNEXURE-2

DECLARATION BY KARTA & ALL CO-PARCENERS IN CASE OF HUF ACCOUNT
(This Declaration is to be obtained only if the Client is a HUF)

Monarch Research & Brokerage Pvt Ltd.
“MONARCH HOUSE”, Opp. Ishwar Bhuvan,
Commerce Six Roads, Navrangpura
Ahmedabad – 380 009

Date: _____

WHEREAS the Hindu Undivided Family of Mr. _____ is carrying on business in the firm name and _____ style of _____ at _____ and we intend to deal, have or desire to have a Trading Account with Monarch Research & Brokerage Pvt Ltd (hereinafter collectively referred to as 'Member'). We, undersigned, hereby confirm and declare that we are the present adult co-parceners of the said joint family; that Mr. _____ is the present Karta of the said joint family.

We confirm that affairs of the HUF firm are carried on mainly by the Karta Mr. _____ on behalf and in the interest and for the benefit of all the co-parceners. We hereby authorise the Karta Mr. _____ on behalf of the HUF to deal on Capital Market Segment (CM) or any other segment that may be introduced by BSE.

Mr. _____ is authorised to sell, purchase, transfer, endorse, issue instructions, negotiate documents and / or otherwise deal through Monarch Research & Brokerage Pvt Ltd on behalf of the HUF. He is also authorised to sign, execute and submit such applications, undertakings, agreements and other requisite documents writings and deeds as may be deemed necessary / expedient to open account and give effect to this purpose. We are however, jointly and severally responsible for all liabilities of the said HUF firm to the Member and agree and confirm that any claim due to the Member from the said HUF firm shall be recoverable from the assets of any one or all of us and also from the estate of the said joint family including the interest thereon of every co-parceners of the said joint family including the share of the minor co-parceners, if any.

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

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

Name of Minor co-parceners	Age	Relationship with Karta	Date of Birth
_____	_____	_____	____/____/____
_____	_____	_____	____/____/____
_____	_____	_____	____/____/____

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

Name of KARTA	Age	Relationship with Karta	Signature
_____	_____	_____	_____
			(With HUF Stamp)

Name of Adult Co-Parceners	Age	Relationship with Karta	Signature
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____



VOLUNTARY DOCUMENT

ANNEXURE-3

DECLARATION BY FIRM (SOLE-PROPRIETORSHIP)

(To be obtained on pre-printed letter head of the firm)

(This letter is to be signed only if the client is a proprietorship firm)

Monarch Project & Finmarkets Limited
MONARCH HOUSE', Opp. Ishwar Bhuvan,
Commerce Six Roads, Navrangpura,
Ahmedabad-380009

Dear Sir,

I refer to the trading account opened with you in the name ofand declare and authorize you as under:

I recognize that a beneficiary account cannot be opened with a Depository Participant in the name of a sole proprietorship firm as per Depository Regulations. To facilitate the operation of the above trading account with you and for the purpose of completing the share transfer obligations pursuant to the trading operations, I authorize you to recognize the beneficiary Account no.....with Depository.....having DP ID.....opened in the name of the undersigned who is the sole proprietor of the firm.

I agree that the obligation for shares purchased and/or sold by the firm will be handled and completed through transfers to from the abovementioned account. I recognize and accept transfers made by you to the beneficiary accounts as completion of obligations by you in respect of trades executed in the above trading account of the firm.

Signature A

(Please sign with stamp of the firm)

The Cheques/DDs may be issued by me from my individual account or my joint account with some one else. The amounts so given shall be solely/exclusively for credit to the account of my sole proprietorship firms M/s.....with Monarch Project & Finmarkets Limited shall not lay any claim whatsoever in future against **Monarch Project & Finmarkets Limited** to the account of my proprietorship firm M/s.....

Thank you.

Yours Truly

Name of the client _____  _____



VOLUNTARY DOCUMENT

ANNEXURE-4

DECLARATION BY FIRM (SOLE-PROPRIETORSHIP)

(To be obtained on pre-printed letter head of the firm)

(This letter is to be signed only if the client is a proprietorship firm)

Monarch Research & Brokerage Pvt Ltd
MONARCH HOUSE', Opp. Ishwar Bhuvan,
Commerce Six Roads, Navrangpura,
Ahmedabad-380009

Dear Sir,

I refer to the trading account opened with you in the name ofand declare and authorize you as under:

I recognize that a beneficiary account cannot be opened with a Depository Participant in the name of a sole proprietorship firm as per Depository Regulations. To facilitate the operation of the above trading account with you and for the purpose of completing the share transfer obligations pursuant to the trading operations, I authorize you to recognize the beneficiary Account no.....with Depository.....having DP ID.....opened in the name of the undersigned who is the sole proprietor of the firm.

I agree that the obligation for shares purchased and/or sold by the firm will be handled and completed through transfers to from the abovementioned account. I recognize and accept transfers made by you to the beneficiary accounts as completion of obligations by you in respect of trades executed in the above trading account of the firm.

Signature A

(Please sign with stamp of the firm)

The Cheques/DDs may be issued by me from my individual account or my joint account with some one else. The amounts so given shall be solely/exclusively for credit to the account of my sole proprietorship firms M/s.....with **Monarch Research & Brokerage Pvt Ltd** shall not lay any claim whatsoever in future against **Monarch Research & Brokerage Pvt Ltd** to the account of my proprietorship firm M/s.....

Thank you.

Yours Truly

Name of the client _____  _____



VOLUNTARY DOCUMENT
ANNEXURE-5

FEMA DECLARATION FOR NRI DEMAT ACCOUNT
(This letter is to be signed only if the Client is a NRI)

To,
The Manager - DP
Monarch Project & Finmarkets Ltd.
"MONARCH HOUSE"
Opp. Ishwar Bhuvan, Commerce Six Roads,
Navrangpura, Ahmedabad - 380009

I/We have submitted an Application for Opening a single/joint Application a Beneficial owner (BO) account in the category "Individual" for holding carrying out Transactions in respect of Securities belonging to NRI – Repatriable/Non Repatriable.

I/We hereby declare that I/We have complied & continue to responsible for complying with relevant provisions of the FEMA regulation & rules made hereunder & other applicable laws failing which i/ we shall be responsible for consequences thereof.

Yours faithfully,

Sole/First Holder _____

 _____

Second Holder _____

 _____

Third Holder _____

 _____

AUTHORITY LETTER IN FAVOUR OF MANAGING PARTNER/(S)
(To be obtained on pre-printed letterhead of the firm)
(This letter is to be signed only if the client is a partnership firm)

Monarch Project & Finmarkets Limited
 MONARCH HOUSE', Opp. Ishwar Bhuvan,
 Commerce Six Roads, Navrangpura,
 Ahmedabad-380009

Dear Sir,

We the partners of M/s.....a partnership firm having its
 office at
city.....state.....hereby

authorize Mr./Ms.....and Mr./Ms.....to
 open a securities trading account in Capital Market Segment, F&O segment and Retail Debt Market Segment(RDM)
 on behalf of firm M/s.with the Trading Member **Monarch Project &
 Finmarkets Limited** for the sale and purchase of shares/debenture/derivative instruments in Capital Market
 Segment(CM) and Futures and Options Segment (F&O) and/or Retail Debt Market Segments (RDM) or any other
 segment that may be introduced by NSE in future. He/She/They is/are authorized on behalf of the firm to deal in
 equities, derivatives, debentures, debt products and the said Trading Member is hereby authorized to honor all
 instructions oral or written, given on behalf of the firm by him/her/them.

Mr./Ms.and Mr./Ms.is/ are authorized to sell
 purchase, transfer, endorse, negotiate documents and/or/otherwise deal through **Monarch Project & Finmarkets
 Limited** on behalf of the firm M/s.he/she/they is/are also
 authorized to sign, execute and submit such applications, undertaking, agreements other requisite documents,
 writings and deeds as may be deemed necessary or expedient to open account and give effect to this purpose.

However any partner/authorized signatory(ies) can issue cheques from bank accounts (s) in favour of Monarch
 Project & Finmarkets limited for credit to share trading account of the of the firm with **Monarch Project &
 Finmarkets Limited** , even though his/their signatures may not be available on the records of **Monarch Project &
 Finmarkets Limited**. These cheques may either be from the account of partnership firm or from individual account,
 the said amount so given shall be solely/ exclusively for the account of the firm maintained with **Monarch Project
 & Finmarkets Limited**.

We also recognize that a beneficiary account cannot be opened with a depository participant in the name of the
 partnership firm as per depository regulations. To facilitate the operation of the above trading account with you and
 for the purpose of completing the securities transfer obligations pursuant to the trading operations, we authorize you
 to recognize the beneficiary account No.with depositor having DP
 ID.....opened as a singly jointly in the name of managing partner/partners of the firm.

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

Thank you.

Name of the Partner:

- | | |
|--------------------------------|---------|
| (1) _____
(Name of Partner) | ☞ _____ |
| (2) _____
(Name of Partner) | ☞ _____ |
| (3) _____
(Name of Partner) | ☞ _____ |
| (4) _____
(Name of Partner) | ☞ _____ |



VOLUNTARY DOCUMENT

ANNEXURE-7

AUTHORITY LETTER IN FAVOUR OF MANAGING PARTNER/(S)

(To be obtained on pre-printed letterhead of the firm)

(This letter is to be signed only if the client is a partnership firm)

Monarch Research & Brokerage Pvt. Ltd.

MONARCH HOUSE', Opp. Ishwar Bhuvan,
Commerce Six Roads, Navrangpura,
Ahmedabad-380009

Dear Sir,

We the partners of M/s.....a partnership firm having its office at

.....city.....state.....hereby

authorize Mr./Ms.....and Mr./Ms.....to open a securities trading account in Capital Market Segment and Retail Debt Market Segment (RDM) on behalf of firm M/s.with the Trading Member **Monarch Research & Brokerage Pvt. Ltd** for the sale and purchase of shares/debenture/derivative instruments in Capital Market Segment(CM) and /or Retail Debt Market Segments (RDM) or any other segment that may be introduced by BSE in future. He/She/They is/are authorized on behalf of the firm to deal in equities, derivatives, debentures, debt products and the said Trading Member is hereby authorized to honor all instructions oral or written, given on behalf of the firm by him/her/them.

Mr./Ms.and Mr./Ms.is/ are authorized to sell purchase, transfer, endorse, negotiate documents and/or/otherwise deal through **Monarch Research & Brokerage Pvt. Ltd** on behalf of the firm M/s.he/she/they is/are also authorized to sign, execute and submit such applications, undertaking, agreements other requisite documents, writings and deeds as may be deemed necessary or expedient to open account and give effect to this purpose.

However any partner/authorized signatory(ies) can issue cheques from bank accounts (s) in favour of Monarch Research & Brokerage Pvt. Ltd for credit to share trading account of the of the firm with **Monarch Research & Brokerage Pvt. Ltd**, even though his/their signatures may not be available on the records of **Monarch Research & Brokerage Pvt. Ltd** These cheques may either be from the account of partnership firm or from individual account, the said amount so given shall be solely/ exclusively for the account of the firm maintained with **Monarch Research & Brokerage Pvt. Ltd**.

We also recognize that a beneficiary account cannot be opened with a depository participant in the name of the partnership firm as per depository regulations. To facilitate the operation of the above trading account with you and for the purpose of completing the securities transfer obligations pursuant to the trading operations, we authorize you to recognize the beneficiary account No.with depositor having DP ID.....opened as a singly jointly in the name of managing partner/partners of the firm.

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

Thank you.

Name of the Partner:

(1) _____
(Name of Partner)



(2) _____
(Name of Partner)



(3) _____
(Name of Partner)



(4) _____
(Name of Partner)



ANNEXURE - 9

(ON COMPANY LETTER HEAD)

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF (COMPANY NAME) HELD ON (DATE) AT REGISTERED OFFICE OF THE COMPANY.

RESOLVED THAT Monarch Project & Fin markets Ltd. Trading Member of National Stock Exchange of India Ltd (NSE) (Capital Market Segment and Futures & Option Segment) shall be appointed as the Company's broker for purchase or sale of securities, contracts and such other instruments traded on the Exchanges either on agency basis or on principal basis.

RESOLVED FURTHER THAT (DIRECTOR NAME), be hereby authorized on behalf of the company to apply, make, sing, and /or execute any application(s), undertaking(s) Agreement(s) or any other document(s) that may be necessary for the above broking account AND THAT they be and are hereby further authorized to do all such acts, deeds, matters and things.

RESOLVED FURTHER THAT the company has necessary authority and powers to make investment/ disinvestment in shares, debentures, debt instruments, mutual funds units and other securities.

RESOLVED FURTHER THAT, the common seal of the company is affixed, wherever necessary, in the presence of any of the Directors and Company Secretary of the Company.

FOR and on behalf of (COMPANY NAME)

Board of Directors:

Sr. No.	Name	Designation	Specimen Signature (With stamp)
(1)	_____	_____	_____
(2)	_____	_____	_____

Board of Directors (Minimum two Directors other than Authorize Signatory)/Chairman/Company Secretary



ANNEXURE - 10

(ON COMPANY LETTER HEAD)

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF (COMPANY NAME) HELD ON (DATE) AT REGISTERED OFFICE OF THE COMPANY.

RESOLVED THAT Monarch Research & Brokerage Private Limited. Trading Member of Bombay Stock Exchange of India Ltd (BSE) (Capital Market Segment) shall be appointed as the Company's broker for purchase or sale of securities, contracts and such other instruments traded on the Exchanges either on agency basis or on principal basis.

RESOLVED FURTHER *THAT* (DIRECTOR NAME), be hereby authorized on behalf of the company to apply, make, sing, and /or execute any application(s), undertaking(s) Agreement(s) or any other document(s) that may be necessary for the above broking account AND THAT they be and are hereby further authorized to do all such acts, deeds, matters and things.

RESOLVED FURTHER THAT the company has necessary authority and powers to make investment/ disinvestment in shares, debentures, debt instruments, mutual funds units and other securities.

RESOLVED FURTHER THAT, the common seal of the company is affixed, wherever necessary, in the presence of any of the Directors and Company Secretary of the Company.

FOR and on behalf of (COMPANY NAME)

Board of Directors:

Sr. No.	Name	Designation	Specimen Signature (With stamp)
(1)	_____	_____	_____
(2)	_____	_____	_____

Board of Directors (Minimum two Directors other than Authorize Signatory)/Chairman/Company Secretary

ANNEXURE – 11

ON COMPANY LETTER HEAD

Extract of the resolution passed at the meeting of the board of directors of the company held on **Date** at the registered office of the company situated at (COMPANY ADDRESS).

“RESOLVED THAT a beneficiary Depository Account of the company for keeping company’s shares and securities in electronic Form is opened in the name and style of (COMPANY NAME) with **Monarch Project & Finmarkets Ltd. (DP ID-IN303052)** a Depository Participant of National Securities Depository Ltd”

“RESOLVED FURTHER THAT following persons be and is hereby authorized on behalf of the Company to sign singly or jointly instruction slips regarding purchase, sale, dematerialization of securities, to execute power of attorney on behalf of the Company to operate the account for auto pay in facility and any other documents to operate the account on behalf of the Company”

Sr. No.	Name	Designation	Specimen Signature (With stamp)
(1)	_____	_____	_____
(2)	_____	_____	_____
(3)	_____	_____	_____

FOR and on behalf of (COMPANY NAME)

Board of Directors:

Sr. No.	Name	Designation	Specimen Signature (With stamp)
(1)	_____	_____	_____
(2)	_____	_____	_____

Board of Directors (Minimum two Directors other than Authorize Signatory)/Chairman/Company Secretary

Annexure 12

SHARE HOLDING PATTERN

(ON COMPANY LETTER HEAD)

List of holding more than 5% of company share capital certify by-company secretary/director/M.D.
(To be submitted annually)

Sr. no.	Name of share holder	No. of shares	Share as % of total number of shares

FOR and on behalf of (COMPANY NAME)

Company Secretary/ Hole Time Director/ M.D.

Annexure 13

LIST OF ALL DIRECTORS

(ON COMPANY LETTER HEAD)

Sr. no.

Director name

Director colour
passport size
photograph with cross
signature and
company rubber
stamp on photo

FOR and on behalf of (COMPANY NAME)

Company Secretary/ Hole Time Director/ M.D.