

Bharat Bhushan Equity Traders Limited

503, ROHIT HOUSE, 3, TOLSTOY MARG, NEW DELHI-110 001

TEL.: 011-49800907, 41505504, FAX: 49800933

Website: www.bbinvestments.in E-mail: dp@bharatbhushan.com

Deposito	ory Account Openi	ng Form
For: INDIVIDUAL	☐ NON-RESIDENT	☐ FOREIGN NATIONAL

Annexure JB

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.
- 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.
- 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 apostiled 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. 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.

CENTRAL KYC REGISTRY | Know Your Customer (KYC) Application Form | Individual **Important Instructions** A) Fields market with '*' are mandatory fields. E) List of State / U.T code as per Indian Motor Vehicle Act, 1988 is available at the end Photograph B) Please fill the form in English and in BLOCK letters. F) List of two character ISO 3166 country codes is available at the end. Please affix your recent C) Please fill the date in DD-MM-YYYY format. G) KYC number of applicant is mandatory for update application. passport size photograph D) Please read section wise detailed guidelines / D) For particular section update, please tick ✓ in the box available before the section number and strike off the sections not required to be updated. instructions at the end. Application Type* ☐ New Update For office use only (To be filled by financial institution) KYC Number _ _ (Mandatory for KYC update request) Account Type* Normal Simplified (for low risk customers) Small Signature / Thumb impression of Applicant PERSONAL DETAILS (Please refer instruction A at the end) Name* (Same as ID proof) 2. Maiden Name (if any*) 3. Father's / Spouse Name* Mother's Name* 4. 5. a) Gender* Male Female Transgender b) Marital status* ☐ Married ☐ Unmarried ☐ Others Resident Individual Non Resident Indian IN-Indian b)Residential 6. a) Citizenship* Status* Foreign National Person of Indian Origin Other (ISO 3166 Country Code) 7. a) PAN Date of Birth 8. Occupation Type* S-Service (Private Sector Public Sector Govt. Sector) O-Others (Professional Self Employed Retired Housewife Student) B-Business X-Not Categorised ADDRESS DETAILS 1 Local / Correspondence Address City/town/village* PIN / Post Code ISO 3166* State / U. T. Code* Tel. (Off.) Tel. (Res.) Contact Details (All communications will be sent Fax No. Mobile No. on provided Mobile No. / Email-ID) Email ID Current / Permanent / Overseas Address (If different from above. 3 Mandatory for Non - Resident PIN / Post Code City/town/village* Applicant to specify overseas ISO 3166* State / U. T. Code* address) **PROOF OF ADDRESS (PoA)*** (Please refer instruction D at the end) (Certified copy of any one of the following Proof of Address (PoA) needs to be submitted Address Type* Residential Business Residential / Business Registered Office Unspecified Proof of Address * Passport Driving Licence UID (Aadhaar) Voter Identity Card NREGA Job Card Simplified Measures Account - Document Type code Others-**4. PROOF OF IDENTITY (POI)*** (Please refer instruction C at the end) (Certified copy of any one the following Proof of Identity (Pol) needs to be submitted) A-Passport Number_ Passport Expiry Date____ B-Voter ID Card C-PAN Card_ D-Driving Licence Driving Licence Expiry Date ___ E-UID Aadhaar ____ F-NREGA Job Card Z-Others (any document notified by the central government) Identification Number S-Simplified Measures Account - Document Type Code Identification Number___

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DETAILS OF RELATED PERSON (in case of additional related persons, please fill Annexure BI') (Please refer instruction G at the end) Addition of Related Person Beletion of Related Person (if available*) Related Person Type* Guardian of Minor Assignee Authorized Representative Name (If KYC number and name are provided, below details of Section 7 are optional) PROOF OF IDENTITY (POI)* OF RELATED PERSON* (Please refer instruction H at the end) (Certified copy of any me the following Proof of Identity (PoI) needs to be submitted) A-Passport Number B-Voter ID Card C-PAN Card D-Driving Licence B-UID Aadhaar F-NREIGA Job Card Z-Others (any document notified by the central government) Identification Number S-Simplified Measures Account - Document Type Code Identification Number Identification Number APPLICANT DECLARATION Inhereby declare that the details furnished above are true and correct to the best of my knowledge and belief and I undertake to inform you any changes therein, immediately. In case any of the above information is found to be false or untrue or misleading or misrepresenting, I aware that I may be held hishe for it. Inhereby consent to receiving information from Central KYC Registry through SMS / E-mail on the above registered number / email address Place: Signature / Thumb impression of the Applicant ATTESTATION / FOR OFFICE USE ONLY Document Received Certified Copies KYC & In Person Verification Carried Out By INSTITUTION DETAILS Simp. Name / Code Name: BHARAT BHUSHAN EQUITY TRADERS LIMIT Code: IN 0077 Emp. Branch Emp. Signature			on F at the e	nd)								Mo	bile No.								
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Bharat Bhushan Equity Traders Limited Depository Participant NSDL DP ID- IN301209

503, Rohit House, 3, Tolstoy Marg, New Delhi-110 001 Tel.: 011-49800907, 41505504, Fax: 49800933

Annexure – J

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	4	Branch	Add	ress										•										
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H)	No	omination (Option															
			sh to make a r							Ve do not v								
		[As per a	letails given l	belowJ	1				[St	trike off the	nomin	ation de	etails	below	v]			
		I/We wish	to make a no	minati	ion and c	lo here	bv nomina	ite the	following r	erson in wl	nom all	rights a	and / o	or amo	ount p	avable	e in res	pect
,			es held in the															F
Non	nin		e made upto				Nominee		•	ls of 2 nd No				Detail	•			
			the account.		Details	OII I	10mmee		Detai	15 01 2 110	mmee			Detall	.s UI 3	1101	шисс	
1		Name of the Mr./Ms.)	e nominee(s)															
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	+		1															
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•	I	Relationship	With the															
3	A	Applicant ([f Any)															
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(b)	P	AN of non	ninee															
(c)	A	adhar num	ber of nomin	ee														
(d)		avings Ban ne same Pan	k Account n	umber	of nom	inee, i	f maintair	ned w	ith									
\"/	С	opy of any	proof of idea	ntity d	locumer	nt (acco	ompanied	by or	riginal for	1								
(e)	v	erification	or duly attesi	ed by	any ent	ity auti	horized fo	or atte	esting the									
	d	ocuments, c	as provided i	n Ann	exure JE	<i>3)</i>				DDID			1	ı			, ,	
(f)	D	emat accor	unt details of	nomi	nee					DP ID								
ı										Client II)	1 1						

1)	Guardian Details (where s	ole holder is a	minor):											
	[For account of a minor, two]	KYC Application	n Forms must be	filled i.e.	one for t	he guard	lian an	d anoth	ner for t	the mino	or (to be	e signed	by gua	ardian)]
	Guardian Name													
	PAN													
	Relationship of guardian	with minor							I.		1			
Sr.	Nos. 8-14 should be filled on	ly if nominee(s) is a minor:											
8	Date of Birth {in case of minor nominee(s)}													
9	Name of Guardian (Mr./Ms.) {in case of minor nominee(s) }													
10	Relationship of Guardian with nominee													
11	Address of Guardian(s)													
	PIN Code													
12	Mobile/Telephone no. of Guardian													
13	Email ID of Guardian													
(a)	Guardian Identification details – [Please tick any one of following and provide details of same] Photograph & Signature	&			&									
(b)	PAN of Guardian			<u> </u>						-				
(c)	Aadhar number of Guardia	ın												
(d)	Savings Bank Account number of Guardian,if maintained with the same Participant													
(e)	Copy of any proof of ident verification or duly attested documents, as provided in	d by any entity	(accompanied i authorized for	by origin r attestin	al for g the									
(f)	Demat account details of Guardian						D nt ID							

- All communication shall be sent at the address of the Sole/First holder only.
- Thumb impressions and signatures other than English or Hindi or any of the other language not contained in the 8th Schedule of the Constitution of India must be attested by a Magistrate or a Notary Public or a Special Executive Magistrate.
- Instructions related to nomination, are as below:
 - I. The nomination can be made only by individuals holding beneficiary owner accounts on their own behalf singly or jointly. Non- individuals including society, trust, body corporate, partnership firm, karta of Hindu Undivided Family, holder of power of attorney cannot nominate. If the account is held jointly all joint holders will sign the nomination form
 - II. A minor can be nominated. In that event, the name and address of the Guardian of the minor nominee shall be provided by the beneficial owner.
 - III. The Nominee shall not be a trust, society, body corporate, partnership firm, karta of Hindu Undivided Family or a power of Attorney holder. A non-resident Indian can be a Nominee, subject to the exchange controls in force, from time to time.

 IV. Nomination in respect of the beneficiary owner account stands rescinded upon closure of the beneficiary owner account.
 - Similarly, the nomination in respect of the securities shall stand terminated upon transfer of the securities. V. Transfer of securities in favour of a Nominee shall be valid discharge by the depository and the Participant against the legal

 - VI. The cancellation of nomination can be made by individuals only holding beneficiary owner accounts on their own behalf singly or jointly by the same persons who made the original nomination. Non- individuals including society, trust, body corporate, partnership firm, karta of Hindu Undivided Family, holder of power of attorney cannot cancel the nomination. If the beneficiary owner account is held jointly, all joint holders will sign the cancellation form.
 - VII. On cancellation of the nomination, the nomination shall stand rescinded and the depository shall not be under any obligation to transfer the securities in favour of the Nominee.
- For receiving Statement of Account in electronic form:

 - Client must ensure the confidentiality of the password of the email account.

 Client must promptly inform the Participant if the email address has changed.

 Client may opt to terminate this facility by giving 10 days prior notice. Similarly, Participant may also terminate this.
- Strike off whichever is not applicable.

Format of Request [Please tick (V) wherever applicable]

1st Holder

DP ID	IN301209	Client ID		Date	
Name of	f account holder				
□ Mol	oile Number				
□ Ema	il ID				
	•		bile number or E-mail ID be lent children and dependen	•	
Signatur	re of account hold	der	⊗		
			2 nd Holder		
Name of	f account holder				
□ Mol	oile Number				
□ Ema	il ID				
	-		bile number or E-mail ID be lent children and dependen	_	
Signatu	re of account hold	der	⊗		
			3 rd Holder		
Name of	faccount holder				
□ Mol	oile Number				
□ Ema	il ID				
	-		bile number or E-mail ID be lent children and dependen	_	
Signatur	e of account hold	der	⊗		

Declaration

The rules and regulations of the Depository and Depository Participants pertaining to an account which are in force now have been read by me/us and I/we have understood the same and I/we agree to abide by and to be bound by the rules as are in force from time to time for such accounts. I/we hereby declare that the details furnished above are true and correct to the best of my/our knowledge and belief and I/we undertake to inform you of any changes therein, immediately. In case any of the above information is found to be false or untrue or misleading or misrepresenting, I am/ we are aware that I/we may be held liable for it. In case non-resident account, I/we also declare that I/we have complied and will continue to comply with FEMA regulations. I/we acknowledge the receipt of copy of the document. "Right and Obligations of the Beneficial Owner and Depository Participant." in Physical Form Electronic Form

Name	e (s) of holder (s)	Signature (s) of holder (s)
Sole/ First Holder/ Guardian (in case sole holder is minor) (Mr./Ms.)		
Second Holder (Mr./Ms.)		
Third Holder (Mr./Ms.)		

60 years with you	1
BHARAT BHUSHAN	
SINCE 1954	-

Acknowledgement BHARAT BHUSHAN EQUITY TRADERS LTD.

DP ID - IN301209

503, ROHIT HOUSE, 3, TOLSTOY MARG, NEW DELHI-110 001

Received the application from Mr	/Ms	as the sole/first holder
alongwith	and	as the second and third holder
respectively for opening of a depo	ository account. Please quote the DP Id & Clie	ent Id alloted to you in all your future corespondence.
Date :		Participant Stamp & Signature



BHARAT BHUSHAN EQUITY TRADERS LTD.

Depository Services SCHEDULE OF CHARGES Effective From 01/07/2017

SCHEDULE-A

S.No.	DETAIL OF SERVICES	CHARGES
1	Account Opening	NIL
2	Account Closing	NIL
3	Annual Maintenance	Rs. 1500/- (Life Time)
4	Sell (Mkt./Off-Mkt.)	Rs. 20/-
5	Purchase (Mkt./Off-Mkt.)	NIL
6	Demat	Rs. 3/- per Certificate
7	Remat	0.3% (Min. Rs. 12/- per 100 Shares)
8	Pledge (Creation / Closure / Invocation)	0.02% (Min Rs. 50/-
9	Custody	NIL
10	IDEAS / SPEED-E	Rs. 120/- p.a.
11	KRA Upload / Download Charges (w.e.f. 01-04-2012)	Rs. 100/- per PAN

OTHERS:

a) Demat / Remat - Courier Charges
 b) Demat / Remat Rejection - Courier Charges
 c) Additional Delivery Instruction Book
 d) Lost / Misplaced Delivery Instruction Book
 Rs. 25/ Rs. 25/ Rs. 25/-

e) Late Submission of Instructions on Pay-in-dayRs. 10/- per instructionf) Failed InstructionsRs. 10/- per instruction

g) Modifications in Demat A/c NIL
h) Document handling charges (per dispatch) Rs. 25/-

&___ Signature (Sole/First Holder)

Note : ● Charges quoted above are for the services listed and are exclusive of GST, Regulatory Charges and NSDL Charges.

- Any service not quoted above will be charged separately.
- Management reserves the right to Freeze/Suspend/Revise Charges of the account as per NSDL rules.

Signature (Second Holder)

Signature (Third Holder)

Regd. Office

Regd. Office: 503, Rohit House, 3 Tolstoy Marg, New Delhi-110001

Ph.: +91-11-49800900, Fax: +91-11-49800933

E-mail: nse@bharatbhushan.com • Website : www.bbinvestments.in

Branches

CONNAUGHT PLACE

304/404, Rohit House 3 Tolstoy Marg, New Delhi-110001

Ph.: +91-11-49800900

H- 45, Connaught Place, New Delhi- 110001

Ph.: +91-11-23322772, 41513024 E-mail: corporate@bharatbhushan.com

NOIDA

Krishna Apra Plaza, Plot No. P3, Sector 18, Commercial Market, Noida, Uttar Pradesh.

Ph.: +91-120-4358612-13

Email: noida@bharatbhushan.com

VASANT KUNJ

19, Vasant Arcade, Vasant Kunj, New Delhi 110070 Ph.: +91-11-26894527, 26894602 E-mail: vk@bharatbhushan.com

GURGAON

265,Central Arcade, Phase-II, DLF City, Gurgaon, Haryana Ph.: +91-124-4101706-07 Email: gurgaon@bharatbhushan.com

JAIPUR

412, City Mall, C-21B, Bhagwan Das Road, Panchbati, Jaipur-302001 Ph.:+91-141-4049938-39 Email: jaipur@bharatbhushan.com