

Process to Open a Trading Account

Client desired to open an account to approach his choice of Authorised Person from the list of AP's

Application form

Duly filled application form of Trading account form with photograph of Applicant / Authorized Signatory affixed and signed across to be submitted to AP

PAN, Proof of Identity and Proof of Address

**PAN CARD COPY:**

PAN Card copy of the Applicant  
PAN Card of all Authorised Signatories.

**POI:**

- Aadhaar Card with the verifiable UID number
- Passport issued by the Government of India having minimum of 6 months to expiry
- Voter ID card
- Digital / Electronic Driving license issued by the RTO
- Valid identity card by the Central or State government with embedded photograph
- Consent Form for Multiple E-mail Id's and Mobile Numbers.

**ADDRESS PROOF COPY:**

Address Proof copy of the Applicant.  
Address Proof of all the Authorised Signatories.

Income Details / Financial Information / Bank mandate verification

**PROOF OF INCOME:**

- Copy of latest Income Tax Return (ITR) filed with the IT Department with Acknowledgement
- Annual income copy audited and certified by a CA
- Stamped and signed bank account statement of last 6 months
- Demat holding statement (Holding more than two years)
- Salary Slip / Form 16.

**BANK MANDATE:**

Proof of Bank Account (Cancelled check leaf, Bank Statement (attested by the banker)/Bank Passbook (attested by the banker)/Letter from Bank).

In Person Verification (IPV)

In person verification should be carried out by the staff along with the Authorised Person and stamp should be affixed for in person verification.

UCC Generation

After completion of the above process back office at HO will generate UCC and same will be uploaded to the exchanges before execution of orders.

Welcome kit is sent to the client after account opening