

DORMANT A/C POLICY AND PROCEDURE (FOR EQUITY SEGMENT)

Darashaw & Co. Pvt. Ltd. has formulated policies and procedure to be followed for inactive/ dormant client. The policy broadly covers the aspects of time period, return of client assets and procedure for reactivation of account of the clients as stated here under:

About Dormant Account:

The trading account of the client is treated as dormant or inactive if the client does not trade for a period of Twelve months.

Return of client assets for dormant clients:

Darashaw shall return the assets (funds and securities) to the client, on request from the client to have a clear balance.

Re-activation of Trading Account:

The dormant account will be activated only after receiving request from the client to re activate his accounts along with all the required formalities of KYC.

The re-activating of trading account will require the following details/documents:

1. Proof of identity.
2. Latest Proof of Address.
3. Latest Proof of Bank account.
4. Latest Proof of Demat statement.
5. Financial Details (Applicable for Derivatives Segment).

Further in cases where Members are unable to trace such clients in spite of all efforts taken, members are directed to take the following steps:

- i. Open one separate Client Bank/Client collateral Demat account and immediately set aside the funds and securities of these clients in such account.
- ii. Maintain audit trail of UCC wise client funds transferred to/from such bank account and UCC wise / BO ID wise securities transferred to/from such demat account (as the case may be).

- iii. Submit UCC wise/BO ID wise and fund/securities information of such account to the Exchange on quarterly basis. The mechanism and the format of the same will be shared in due course.
- iv. In case of receipt of any claims from such clients, members are advised to settle the accounts immediately and ensure that the payment/delivery is made to the respective clients only.

This document along with all other KYC documents is uploaded on the website of the company for your reference (www.darashaw.com).