

RAJCHANADRA STOCK BROKERS PRIVATE LIMITED

A step-by-step guide to Open Trading s Demat account offline

Opening a Demat C Trading account offline is a simple process that requires certain eligibility documents. Similar to opening a bank account, the documents required for a Demat C Trading account include proof of identity, address, income, bank account, PAN card, and photographs.

- . Here is a step-by-step guide to opening a Demat C Trading account offline:
- . Gather Required Documents: Ensure you have the necessary documents for opening a Demat C Trading account, including proof of identity (such as PAN card), proof of address (recent utility bills), proof of income (if applicable), proof of bank account, PAN card, and photographs.
- . Account Opening Form: Obtain the account opening form from the chosen Branch by physically visiting the branch of RAJCHANADRA STOCK BROKERS PRIVATE LIMITED (RCSPL)
- . Filling the Form: Carefully filling the account opening form with accurate information. Doublecheck all the details before submitting the form.
- . Attach Required Documents: Attach all the necessary documents as mentioned in the form, including proof of identity, address, income, bank account details, PAN card, and photographs. Make sure to provide photocopies as per the DP's requirements.
- . Visit the Office: Visit the office in person and submit the filled-out form along with the required documents. Hand over the photocopies for verification and keep the original documents with you for verification purposes.
- . Personal Verification: The Broker will conduct a personal verification process to confirm your identity and other details. This may involve a face-to-face meeting or video verification.
- . Application Processing: Once the personal verification is completed, the CSPL will process your application for opening a Demat C Trading account.
- . Demat Account Number/ Trading UCC: After the application is processed successfully, you will receive a unique Demat account number C Trading UCC from the CSPL. This will serve as your identification for future transactions.
- . Start Trading: With your Demat account successfully opened, you can now link it with a trading account and start trading/ investing in the and other capital market-related instruments. Don't forget to include funds in your trading account before trading/ investing.

Procedure for Online Account opening (E-KYC)

1. Login to website “www.shreetisai.com”
2. Select “Open Account” option to start the EKYC process
3. Verify the mobile no. and email id through OTP
4. Submit PAN, Date of Birth and Aadhar details
5. PAN verification shall be carried out
6. Aadhar and PAN shall be fetched from Digilocker/ KRA. Enter Aadhar detail in Digilocker portal. Enter the temporary OTP issued and continue
7. Enter remaining details and submit the same one by one as applicable: a) Trading Preference b) Bank Account Details c) Demat Account Details d) Address/ Registered Address e) Mobile no f) Email ID g) PAN h) Nomination details i) Income/ Profession details j) Details of any past action k) Photographs l) Any other details as required.
8. Add Nomination details. If the nominee details are not same as yours then untick the checkbox given and add the required details
9. Enter Bank Details. Bank will be verified by Penny dropping or based on documents submitted
10. In-Person verification: Submit following details like selfie, Signature, PAN Card picture and video for in-person verification and follow the indicated process.
11. Upload the documents as indicated.
12. Submit the documents. A copy of KYC set will be received on the email for verification.
13. Verify the documents and proceed for E-signature.
14. Enter OTP and make the final submission. 15. Approval shall be communicated by email. In case of any discrepancies, the same shall also be communicated and resubmission shall be allowed.

SARAL

ACCOUNT OPENING FORM FOR RESIDENT INDIVIDUALS TRADING IN CASH SEGMENT

PHOTOGRAPH
Please affix your recent passport size photograph and sign across it

I KYC - Please fill this form in BLOCK LETTERS.

A. IDENTITY DETAILS

1. Name of the Applicant: _____
2. Father's/ Spouse Name: _____
3. a. Gender: Male/ Female b. Marital status: Single/ Married c. Date of birth: ____ (dd/mm/yyyy)
4. Nationality: _____
5. a. PAN: _____ b. Aadhaar Number, if any: _____
6. Specify the proof of Identity submitted: _____

B. ADDRESS DETAILS

1. Residence/ Correspondence Address: _____ City/town/village: _____
Pin Code: _____ State: _____ Country: _____
2. Contact Details: Tel. (Off.) _____ Tel. (Res.) _____ Mobile No.: _____ Fax: _____ Email id: _____
3. Permanent Address (if different from above address): _____
City/town/village: _____ Pin Code: _____ State: _____ Country: _____
4. Specify the proof of address submitted for residence/correspondence /permanent address: _____

DECLARATION

I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief and I 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 aware that I may be held liable for it.

_____ Signature of the Applicant Date: _____ (dd/mm/yyyy)

Originals verified and Self-Attested Document copies received (.....)

Name & Signature of the Authorised Signatory
Seal/Stamp of the intermediary

Date

II OTHER DETAILS:

1. Bank account details:

Bank Name	Branch address	Bank account no.	Account Type: Saving/Current/	MICR Number	IFSC code

2. Demat account details:(In case the client does not have DP account, this column may be crossed)

DP name	NSDL/CDSL	Beneficiary name	DP ID	BO ID

3. Whether DP account is also to be opened with the same intermediary (Yes/No)

4. Trading Preferences: Please sign the relevant boxes where you wish to trade.

Exchange	Sign	Exchange	Sign	Exchange	Sign
NSE		BSE		MCX-SX	

5. Mode of receiving Contract Note/ Statement of Account: Physical / Electronic (Please indicate your preference).....

6. Standing instructions to receive credits automatically into my BO account (Yes/No)

7. Nomination details (Name, PAN, Address and Phone no. of nominee); relationship with the nominee (If nominee is a minor, details of Guardian like name, address, phone no. and signature of Guardian may be obtained)

I have understood the contents of policy and procedures document, tariff sheet, 'Rights and Obligations' document and 'Risk Disclosure Document'. I do hereby agree to be bound by such provisions as outlined in these documents. I have also been informed that the standard set of documents has been displayed for information on stock broker's designated website.

_____ Signature of the Applicant Date: _____ (dd/mm/yyyy)

FOR OFFICE USE ONLY

UCC Code allotted to the Client: -----

DP name	NSDL/CDSL	Beneficiary name	DP ID	BO ID

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

I / We undertake that I/we have made the client aware of 'Policy and Procedures', tariff sheet. 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 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.

If the client chooses to avail the demat facility from the same stock broker who is also a depository participant, the stock broker may use the same form and provide the details of the demat account opened for the said client to the client while providing a copy of the KYC documents.

.....

Signature of the Authorised Signatory

Date

Seal/Stamp of the stock broker

NOTE: This form is applicable for individual investors trading in the cash segment. If such investors wish to trade in segments other than cash segment and / or wish to avail facilities such as internet trading, running account, margin trading, Power of Attorney etc., they may furnish additional details required as per prescribed regulations to the concerned intermediary.

**Additional information to be obtained along with the SARAL Account Opening
Form for Resident Individuals**

Date	D	D	M	M	Y	Y	Y	Y

To be filled by the Depository Participant)

Application No.	Date	D	D	M	M	Y	Y	Y	Y
DP Internal Reference No.									
DP ID									
Client ID									

Holders Details

Sole / First Holder's Name	UID								
Second Holder's Name	PAN								
	UCC								
	Exchange Name & ID								
Third Holder's Name	UID								
	PAN								
	UID								

Name *	_____
*In case of Firms, Association of Persons (AOP), Partnership Firm, Unregistered Trust, etc., although the account is opened in the name of the natural persons, the name of the Firm, Association of Persons (AOP), Partnership Firm, Unregistered Trust, etc., should be mentioned above.	

Status	Sub – Status
<input type="checkbox"/> Individual	<input type="checkbox"/> Individual Resident

I / We would like to instruct the DP to accept all the pledge instructions in my /our account without any other further instruction from my/our end (If not marked, the default option would be 'No')	<input type="checkbox"/> Yes <input type="checkbox"/> No
Account Statement Requirement	<input type="checkbox"/> As per SEBI Regulation <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Fortnightly <input type="checkbox"/> Monthly
I / We request you to send Electronic Transaction-cum-Holding Statement at the email ID _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
I / We would like to share the email ID with the RTA _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
I / We would like to receive the Annual Report <input type="checkbox"/> Physical / <input type="checkbox"/> Electronic / <input type="checkbox"/> Both Physical and Electronic (Tick the applicable box. If not marked the default option would be in Physical)	

I / We wish to receive dividend / interest directly in to my bank account as given in SARAL AOF through ECS (If not marked, the default option would be 'Yes')	<input type="checkbox"/> Yes <input type="checkbox"/> No
--	--

Other Details	Income Range per annum:
Gross Annual Income Details	<input type="checkbox"/> Up to Rs.1,00,000 <input type="checkbox"/> Rs 1,00,000 to Rs 5,00,000 <input type="checkbox"/> Rs 5,00,000 to Rs 10,00,000
	<input type="checkbox"/> Rs 10,00,000 to Rs 25,00,000 <input type="checkbox"/> More than Rs 25,00,000
Net worth as on (Date)	D D M M Y Y Y Y Rs
[Net worth should not be older than 1 year]	
Occupation	<input type="checkbox"/> Private / Public Sector <input type="checkbox"/> Govt. Service <input type="checkbox"/> Business <input type="checkbox"/> Professional <input type="checkbox"/> Agriculture <input type="checkbox"/> Retired <input type="checkbox"/> Housewife <input type="checkbox"/> Student <input type="checkbox"/> Others (Specify) _____
Please tick , if applicable:	<input type="checkbox"/> Politically Exposed Person (PEP) <input type="checkbox"/> Related to Politically Exposed Person (RPEP)
Any other information:	