

PARSHWANATH COMMODITY PVT. LTD.
54/1, Pipal Walikothi, 3RD Floor, Nayaganj, Kanpur – 208 001.
Tel. No.0512-3294706, Fax No.2364811,

Ref. No.

Date.....

Procedure to handle Inactive/dormant accounts:

If there is no transaction (buy / sell) entered into by the account holder for more than 11 Continuous months, the account will be marked as “INACTIVE/DORMANT”.

All the accounts marked as “INACTIVE/DORMANT” needs to be monitored carefully in order to avoid unauthorized transactions in the account. If the client wants to make the account “ACTIVE” after 11 continuous months or after providing the required documents supporting the financial status, the client needs to submit a request to reactivate his/her account. In case there is any change in the information such as; address, mobile number, email id, bank/demat account, financial disclosure provided in KYC at the time of registration as client, the same has to be submitted along with the request. After proper verification of the updated / revised details and approval from the compliance officer / or concerned department in-charge of registration of Clients, the account can be made “ACTIVE” and transaction can take place.

Process for reactivation of Inactive / dormant account which are inactive for 11 Continuous months:

The Client can follow any of the below processes:

1. Call the customer care centre/main office/branch office/sub-broker or authorized person identifying himself (through validation questions/T-PIN/ other confirmation tools, if any) and request for activation of account for placing orders/ transacting in the account or
2. Client can give the duly signed request in writing at any of the branch/main offices of trading member or office of sub-broker or authorized person along with documents such as Address Proof – such as Aadhar Card, Electricity Bill Passport Copy. Identity Proof such as Aadhar Card , Passport Copy, Pan Card and financial Information required for trading in derivative segment. The Client may also courier/ post the same for activation of account or
3. By placing request for reactivation of account through the Internet trading portal or
4. Client can also send an email from registered mail id for reactivation request.

Process for reactivation of Inactive / dormant account which are inactive on account of Risk Management Policies / Non Compliance as per Rules, Bye laws, Circulars and Guidelines issued by SEBI, Exchanges:

Client can give the duly signed request in writing at any of the branch/main offices of trading member or office of sub-broker or authorized person along with the financial Information required for trading. The Client may also courier/ post the same for activation of account.

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On verification of the same the compliance officer / risk department in-charge can authorize the activation of such Inactive accounts subject to Rules, Bye laws, circulars and guidelines issued by SEBI, Exchanges and Internal Risk Management Policies.

Consequences of Inactive Account

On a client being declared inactive, the client's funds and demat account shall be settled.

Settlement of client account needs to be done as per the periodicity (monthly/quarterly) opted by the client and his/her assets (funds, securities or any other collateral) be returned to him/her and Statement needs to be sent to client. Proof of sending the statements of settlement of accounts has to be maintained. Settlement of client account needs to be done at least once in a calendar Quarter. In case of interim request received from the client for release of funds/securities, the Funds and/or securities will be transferred to his account after due verification of the client as per The procedure mentioned above.

If client has provided running account authorization the funds/securities shall be transferred to client's bank/demat account as a part of daily settlement.

Policy for unauthenticated news circulation:

Our employees are restricted from circulation of rumors or un verified information obtained from client, Industry, any trade are other sources without verification.

The employees will have to seek prior approval from the compliance officer before forwarding any market related news received by them either in there official mail/personal mail/blog or in any other manner. If any employees fail to do so, he/she will deemed to have violated the various provisions contained in SEBI act/rules/regulation etc. and shall be liable for disciplinary action.

The employees are not allowed to access to blogs/chat forms/messengers sites (called by this are any other nomenclature) etc however, the employees may be allowed to access these blogs/chat forms/messengers sites under strict super vision of the concerned authorities.

We are in the process setting of the system from maintaining the logs of any uses of Blogs/Chats forums/messengers sites (even if called by any other nomenclature) for record purpose as specified by respective Regulation, provided these are accessed from offices of the member.

Parshwanath Commodity Pvt. Ltd.

Rajesh Shah
Director