Central Depository Services (India) Limited

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COMMUNIQUÉ TO DEPOSITORY PARTICIPANTS

CDSL/OPS/DP/POLCY/5088 **March 25, 2015**

SEBI CIRCULAR – SARAL ACCOUNT OPENING FORM FOR RESIDENT INDIVIDUALS

DPs are advised to refer to SEBI circular no. **CIR/MIRSD/1/2015** dated March 04, 2015 regarding **SARAL Account Opening Form for Resident Individuals** [see **Annexure-A**].

DPs are advised to note that amendments to CDSL's DP Operating instructions pursuant to the said SEBI circular will be communicated to DPs separately.

Queries regarding this communiqué may be addressed to:

CDSL – Helpdesk on (022) 2272-8642, 2272-8427, 2272-8624, 2272-8693, 2272-8639, 2272-1261 or 2272-2075. Emails may be sent to: helpdesk@cdslindia.com.

Nayana Mandar Ovalekar

Digitally signed by Nayana Mandar Ovalekar
DN: c=IN, o=Central Depository Services India Limited, postalCode=400001, st=Maharashtra, serialNumber=96cedf504232ae5ff7ccb1f5909a3c0d90f0808b85579d8e9875cba284ced4d, cn=Nayana Mandar Ovalekar
Date: 2015.03.25 13:45:21 +05'30'

Nayana Ovalekar
Sr. Vice President – Operations

भारतीय प्रतिभूति और विनिमय बोर्ड
Securities and Exchange Board of India

CIRCULAR

CIR/MIRSD/1/2015 **March 04, 2015**

1. **All recognised Stock Exchanges**
2. **Stock Brokers through Recognised Stock Exchanges**
3. **Depository Participants through Depositories**
4. **KYC registration Agencies (KRAs)**

Dear Sir/ Madam

Sub: SARAL Account Opening Form for resident individuals

1. It is gathered that a majority of new investors in the securities market begin with participation in the cash segment without obtaining various other facilities such as internet trading, margin trading, derivative trading and use of power of attorney.

2. The account opening process can be simplified for such individual investors. With a view to encourage their participation, it is, therefore, decided that such individual investors can open a trading account and demat account by filling up a simplified Account Opening Form ('AOF') termed as 'SARAL AOF' given at Annexure A. This form will be separately available with the intermediaries and can also be downloaded from the Exchanges' and Depositories' website. The investors who open account through SARAL AOF will also have the option to obtain other facilities, whenever they require, on furnishing of additional information as per prescribed regulations/circulars.

3. The standard set of documents viz. Rights and Obligations document, Uniform Risk Disclosure Document and Guidance Note and documentary proof related to identity and address as specified in SEBI Circulars dated August 22, 2011 and October 5, 2011 shall continue to remain applicable. It is further clarified that the provisions laid down under the PML Act, PML Rules, SEBI Master Circular on AML dated December 31, 2010 and SEBI Circular on AML dated March 12, 2014 shall also continue to remain applicable for set of individual investors mentioned in paragraph 2 above.

4. For these set of individual investors, it has been decided to simplify the requirement of submission of ‘proof of address’. The matter has been examined in the light of amendment to the PML Rules, 2005 and accordingly, the requirement of submission of ‘proof of address’ is as follows:

   a. Henceforth, individual investor may submit only one documentary proof of address (either residence/correspondence or permanent) while opening a trading account and / or demat account or while undergoing updation.

Internal

b. In case the proof of address furnished by the said investor is not the address where the investor is currently residing, the intermediary may take a declaration of the residence/correspondence address on which all correspondence will be made by the intermediary with the investor. No proof is required to be submitted for such correspondence/residence address. In the event of change in this address due to relocation or any other reason, investor may intimate the new address for correspondence to the intermediary within two weeks of such a change. The residence/ correspondence address and any such change thereof may be verified by the intermediary through 'positive confirmation' such as (i) acknowledgment of receipt Welcome Kit/ dispatch of contract notes / any periodical statement, etc. (ii) telephonic conversation; (iii) visits, etc.

5. This circular is issued in exercise of powers conferred under Section 11(1) of the Securities and Exchange Board of India Act, 1992.

Yours faithfully,

A.S.Mithwani
Deputy General Manager
022-26449613
aliasgarm@sebi.gov.in

Encl: Annexure A - SARAL AOF

Internal

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 ……

I I 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 Aplicant** **Date: _____(dd/mm/yyyy)**

Internal

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.

Internal