

Pre- Funded Instruments Policy

[In accordance with SEBI circular ref. no. CIR/ MIRSD/ 02/ 2011 dated June 9, 2011 and the Exchange circular download ref no. NSE/ INSP/ 18024 and Circular No. NSE/ INSP/ 2011/ 118 dated June 9, 2011]

1. DD's / Pay Order are accepted only along with a self declaration given by the client. *(Copy of the declaration enclosed)*
2. DD/Pay Order made against cash not to be accepted under any circumstances.
3. The pre funded instruments is to be accompanied by any of the following:
 - (i) Certificate from the issuing bank on its letterhead or on a plain paper with the seal of the issuing bank.
 - (ii) Certified copy of the requisition slip (portion which is retained by the bank) to issue the instrument.
 - (iii) Certified copy of the passbook/bank statement for the account debited to issue the instrument.
 - (iv) Authentication of the bank account-number debited and name of the account holder by the issuing bank on the reverse of the instrument.
4. In case of electronic funds transfers like RTGS/NEFT , the clients may also submit the screenshot from the bank's website clearly indicating the bank details to identify the source from where the funds are transferred.
3. In case of online transfers, since we are using ATOM payment gateway, the funds can only be credited from the client's bank account which has been mapped with our account and no third parties transfers can be received.

To

Manager

Divya Portfolio Private Limited
DPL Comtrade Private Limited

CLIENT CODE: _____

CLIENT NAME: _____

Sub: Declaration for submission Demand Draft (DD)

Dear Sir,

I hereby confirm that the DD No. _____ dated _____ drawn on _____ Bank, in favour of M/s Adroit Financial Services Pvt Ltd / Adroit Commodities Services Pvt Ltd has been drawn / prepared out of my own bank account out of funds acquired through legitimate sources and does not involve any contravention of any applicable act, rules and regulations and the same is being submitted towards my settlement / margin obligations in respect of my account maintained with your company / to be maintained with your company, for trading in securities/commodities.

**Kindly credit the same in my account.
Thanking You.**

Signature of the Client: _____

Date: _____

Place: _____

For Office Use

Signature of the RM / Branch Manager: _____

For use at Head Office

Name: _____

Received on: _____

Signature: _____