

Dormant Account Policy

- i. The account of any Client who has not traded on any of the segments on both the Exchanges in any of the segments for a period of one year should be marked Dormant.
- ii. As soon as the account is reported as dormant ,the Managing Director is to be informed, who in turn will inform the system administrator and back Office to freeze/deactivate the Account .
- iii. In case the client wants to reactivate the account , he should inform the Company in writing together with all the required documents.
- iv. The Managing Director on receipt the communication and In-Person verification, inform the System Administrator to reactivate the account and for setting if trading limits.
- v. The Back Office is then informed to reactivate the account with changes in his KYC information, if any.
- vi. The Dmat Officer will also be informed and any changes in his DP information will also be taken on record.