



Important Instructions:

- A) Fields marked with '*' are mandatory fields.
- B) Please fill the form in English and in BLOCK letters.
- C) Please fill the date in DD-MM-YYYY format.
- D) Please read section wise detailed guidelines / instructions at the end.
- E) List of State / U.T code as per Indian Motor Vehicle Act, 1988 is available at the end.
- F) List of two character ISO 3166 country codes is available at the end.
- G) KYC number of applicant is mandatory for update application.
- H) For particular section update, please tick (✓) in the box available before the section number and strike off the sections not required to be updated.

For office use only (To be filled by financial institution)

Application Type* New Update

KYC Number (Mandatory for KYC update request)

Account Type* Normal Simplified (for low risk customers) Small

1. PERSONAL DETAILS (Please refer instruction **A** at the end)

Name* (Same as ID proof) Prefix First Name Middle Name Last Name

Maiden Name (If any*)

Father / Spouse Name*

Mother Name*

Date of Birth* DD MM YYYY

Gender* M- Male F- Female T-Transgender

Marital Status* Married Unmarried Others

Citizenship* IN- Indian Others (ISO 3166 Country Code)

Residential Status* Resident Individual Non Resident Indian Foreign National Person of Indian Origin Us Citizen or Green Card Holder

Occupation Type* S-Service (Private Sector Public Sector Government Sector) O-Others (Professional Self Employed Retired Housewife Student) B-Business X- Not Categorized

PHOTO

Signature / Thumb Impression

Gross Annual Income Details (please specify):

Income Range per annum Below ` 1 Lac ` 1-5 Lac ` 5-10 Lac ` 10-25 Lacs Above ` 25 Lacs

OR Net-worth as on (Net worth should not be older than 1 year)

Please tick, If applicable Politically Exposed Person (PEP) Related to a Politically Exposed Person (PEP)

Any Other Information :

2. TICK IF APPLICABLE RESIDENCE FOR TAX PURPOSES IN JURISDICTION(S) OUTSIDE INDIA (Please refer instruction **B** at the end)

ADDITIONAL DETAILS REQUIRED* (Mandatory only if section 2 is ticked)

ISO 3166 Country Code of Jurisdiction of Residence*

Tax Identification Number or equivalent (If issued by jurisdiction)*

Place / City of Birth* ISO 3166 Country Code of Birth*

3. PROOF OF IDENTITY (PoI)* (Please refer instruction **C** at the end)

(Certified copy of any one of the following Proof of Identity[PoI] needs to be submitted)

A- Passport Number Passport Expiry Date DD - MM - YYYY

B- Voter ID Card

C- PAN Card

D- Driving Licence Driving Licence Expiry Date DD - MM - YYYY

E- UID (Aadhaar)

F- NREGA Job Card

Z- Others (any document notified by the central government) Identification Number

S- Simplified Measures Account - Document Type code Identification Number

4. PROOF OF ADDRESS (PoA)*

4.1 CURRENT / PERMANENT / OVERSEAS ADDRESS DETAILS (Please see instruction **D** at the end)

(Certified copy of any one of the following Proof of Address [PoA] needs to be submitted)

Address Type* Residential / Business Residential Business Registered Office Unspecified

Proof of Address* Passport Driving Licence UID (Aadhaar) Voter Identity Card NREGA Job Card Others please specify

Simplified Measures Account - Document Type code

Address

Line 1*

Line 2

Line 3

District* Pin / Post Code* State / U.T Code* ISO 3166 Country Code*



C. TRADING PREFERENCES

*Please sign in the relevant boxes where you wish to trade. The segment not chosen should be struck off by the client.

Exchanges	NSE, BSE & MSEI				MCX, NCDEX, BSE & NSE
	Cash / Mutual Fund	F&O	Currency	Debt	Commodity Derivatives
<input checked="" type="checkbox"/> (3/34)	<input checked="" type="checkbox"/> (4/34)	<input checked="" type="checkbox"/> (5/34)	<input checked="" type="checkbox"/> (6/34)	<input checked="" type="checkbox"/> (7/34)	<input checked="" type="checkbox"/> (8/34)

If you do not wish to trade in any of the segments / Mutual, please mention here _____

D. PAST ACTIONS

Details of any action/proceedings initiated/pending/ taken by SEBI/ Stock exchange/any other authority against the applicant/ constituent or its Partners/promoters/whole time directors/authorized persons in charge of dealing in securities during the last 3 years :

1.
2.
3.

E. DEALINGS THROUGH AP AND OTHER STOCK BROKERS

If Client is dealing through the AP, provide the following details :

AP Name : _____

SEBI Registration No. :

Registered Office Address : Pin Code :

Phone : Fax :

Website :

Whether dealing with any other stock broker / AP
(if case dealing with multiple stock brokers/AP, provide details of all)

Name of Stock Broker :

Name of AP (if any) :

Registered Office Address : Pin Code :

Client Code : Exchange

Details of disputes/dues pending from/to such stock broker/ AP _____

F. ADDITIONAL DETAILS

- Whether you wish to receive physical contract note or Electronic Contract Note (ECN) (please specify) :
 Physical Contract Note Electronic Contract Note
Specify your Email id, if applicable :
- Whether you wish to avail of the facility of internet trading/ wireless technology (please specify)
 ONLINE OFFLINE
- Number of years of Investment/Trading Experience Years
- Any other information :

Account Details Addition / Modification / Deletion Request Form

ALMONDZ GLOBAL SECURITIES LTD. F 33/3 Okhla Industrial Area Phase - II, New Delhi-110020

Application No.		Date									
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Please fill all the details in Block Letters in English

DP ID	1	2	0	4	1	9	0	0	Client ID							
Trading id																
Account Holder's Details																
Name of First / Sole Holder																
Name of Second Holder																
Name of Third Holder																

- I/We request to carry out the change of address / signature in the demat account
- I/We request to carry out the change of address / signature in the KRA and demat account

I/We request you to make the following additions / modifications / deletions to my/our account in your records.

Details (Pl. specify change of address, bank details, telephone number etc.)	Addition / Modification / Deletion (Please specify)	Existing Details	New Details

Attach an Annexure (with signature(s)) if the space above is found insufficient.

	First/Sole Holder	Second Holder	Third Holder
Name			
Signature			

======(Please Tear Here)=====

Acknowledgement Receipt

Received Account Details Addition / Modification / Deletions request as per details given below :

Application No.		Date	D	D	M	M	Y	Y	Y	Y	
DP ID		Client ID									
Name of the Sole / First Holder											
Name of Second joint Holder											
Name of Third joint Holder											

Depository Participant Seal and Signature

Most Important Terms and Conditions (MITC)

1. Your trading account has a “Unique Client Code” (UCC), different from your demat account number. Do not allow anyone including your own Almondz, our representatives and dealers to trade in your trading account on their own without taking specific instruction from you for your trades. Do not share your internet/ mobile trading login credentials with anyone else.
2. You are required to place collaterals as margins with Almondz before you trade. The collateral can either be in the form of funds transfer into specified Almondz bank accounts or margin pledge of securities from your demat account. The bank accounts are listed on Almondz website. Please do not transfer funds into any other account. Almondz is not permitted to accept any cash from you.
3. Almondz Risk Management Policy provides details about how the trading limits will be given to you, and the tariff sheet provides the charges that Almondz will levy on you.
4. All securities purchased by you will be transferred to your demat account within one working day of the payout. In case of securities purchased but not fully paid by you, the transfer of the same may be subject to limited period pledge i.e. seven trading days after the pay-out (CUSPA pledge) created in favor of Almondz. You can view your demat account balances directly at the website of the Depositories after creating a login.
5. Almondz is obligated to deposit all funds received from you with any of the Clearing Corporations duly allocated in your name. Almondz is further mandated to return excess funds as per applicable norms to you at the time of quarterly/ monthly settlement. You can view the amounts allocated to you by Almondz directly at the website of the Clearing Corporation(s).
6. You will get a contract note from Almondz within 24 hours of the trade.
7. You may give a one-time Demat Debit and Pledge Instruction (DDPI) authority to Almondz for limited access to your demat account, including transferring securities, which are sold in your account for pay-in.
8. Almondz is expected to know your financial status and monitor your accounts accordingly. Do share all financial information (e.g. income, networth, etc.) with us as and when requested for. Kindly also keep your email Id and mobile phone details with us always updated.
9. In case of disputes with Almondz, you can raise a grievance on grievances@almondz.com, the dedicated investor grievance ID of Almondz. You can also approach the stock exchanges and/or SEBI directly.
10. Any assured/guaranteed/fixed returns schemes or any other schemes of similar nature are prohibited by law. You will not have any protection/recourse from SEBI/stock exchanges for participation in such schemes.

Policy for Voluntary Freezing / Blocking of Trading Account – Almondz Global Securities Ltd.

Introduction: The policy for voluntary freezing/blocking of trading account has been designed in accordance with the guidelines prescribed by SEBI vide circular SEBI/HO/MIRSD/POD-1/P/CIR/2024/4 dated January 12, 2024 on the subject "Ease of Doing Investments by Investors-Facility of voluntary freezing/ blocking of Trading Accounts by Clients" and the subsequent guidelines prescribed by the stock exchanges (NSE vide Circular no. NSE/INSP/61529 Dated April 08, 2024 and BSE vide circular no. 20240408-12 dated April 8, 2024) on the subject "Framework for Trading Members to provide the facility of voluntary freezing/blocking the online access of trading account to their clients".

Purpose: The procedures/details mentioned in this document are in accordance with the guidelines mentioned in the above-mentioned SEBI & exchange circulars. These guidelines aim to facilitate the freezing/blocking of the client's online trading account (based on request received from the client) in case any suspicious activity is noticed by the client in his/her/its account.

Scope: This policy is applicable to all clients who have opened their trading account with Almondz Global Securities Limited (AGSL). However, please note that –

1. Freezing/blocking is only for the client's online access to the trading account and there shall be no restrictions on AGSL to carry out any Risk Management activities
2. The request for freezing/ blocking the account will not lead to marking the client's Unique Client Code (UCC) as inactive in the Exchange records.

Procedure to Freeze/Block the Online Trading Account:

The client may request for voluntary freezing/blocking of online access to his/her trading account through any of the modes mentioned below. All efforts will be taken by AGSL personnel to fulfil the client's request in the below timeline –

1. **Timelines:** AGSL intends to follow below timelines to freeze/block the online trading account in accordance with the request received from the client.
 - a. **Request received during the trading hours & within 15 minutes before start of trading** - within 15 minutes.
 - b. **Request received after the trading hours & 15 minutes before start of trading** - before the start of the next trading session.
2. **Modes:** Clients can place a request to report any suspicious activity or to voluntarily freeze their trading account via the following modes–
 - a. By sending an email from his/her/its registered email id to stoptrade@almondz.com
 - b. By calling on customer care desk at 08069629692 from their registered mobile number during normal business hours.

Note: stringent identity verification will be conducted before considering any client's block requests. Hence, all clients are requested to keep all their Personal Identification Information (such as PAN, DOB, Trading ID, Demat ID etc.) handy to facilitate smooth and fast processing of requests.
3. While sending email to request for freezing of their trading account, clients are requested to provide detailed information about the reason for the same.
4. **Process:** AGSL shall follow the below process for the requests received through any mode of communication mentioned above –

- a. Verify whether request is received from the registered mobile number/e-mail ID of the client.
 - If the request is received from another mobile number and/or email id (other than the registered email id/mobile number), proper verification of the client shall be done.
 - During the verification process, AGSL personnel would ask the client/s a series of questions (basic checks) to understand the gravity of the request received. These questions would relate to but will not be limited to the existing positions in the client's account, inadvertent sharing of login credentials, OTPs, orders, devices used for trading, etc.
 - b. Freeze / block the online access of the client's trading account and simultaneously cancel all the pending orders, if any, of the said client.
 - c. Send the acknowledgement to the client's registered email ID and/or mobile number stating that the online access to the trading account has been frozen / blocked and all the pending orders in the client's trading account, if any, have been cancelled.
 - d. In addition to the above, details of open positions (if any) to also be communicated to the client on his/her/its registered email ID along with contract expiry information. This shall help to eliminate any settlement risks.
5. Clients are requested to make an informed decision based on these suggestions and communicate their decisions clearly and unequivocally such that AGSL personnel can proceed with blocking/freezing of client's trading account.

Procedure to Unfreeze/Unblock the Online Trading Account: Clients can unfreeze/unblock their online trading accounts by raising a request via any of the modes –

- a. By sending an email from his/her/its registered email id to stoptrade@almondz.com
- b. By calling on customer care desk at 08069629692 from their registered mobile number.

In order to unfreeze/unblock the trading account, the client would need to undergo stringent due diligence checks including validation of reactivation request and/or mandatory re-KYC.

Signature of Client