

## FORMAT FOR UPDATION OF DEMAT / TRADING ACCOUNT PARTICULARS

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

I/We \_\_\_\_\_ and \_\_\_\_\_

and \_\_\_\_\_ the holders of beneficiary account bearing ID's

# Client ID : \_\_\_\_\_ (For Depository A/c)

# Client Code : \_\_\_\_\_ (For Trading A/c)

held with **M/s. Bharat Bhushan Equity Traders Ltd., DP ID-IN 301209** request you to update my / our Address and Bank particulars in your records as follows :

**For Change of Address :**

Present Address	New Address

Please attach Self attested proof of identity and Proof of new address in the form of copy of any of the documents listed on reverse.

**For Change of Bank Detail :**

1	Bank account type	<input type="checkbox"/> Savings Account <input type="checkbox"/> Current Account <input type="checkbox"/> Others (Please specify) _____																		
2	Bank Account Number																			
3	Bank Name																			
4	Branch Address																			
		City/town/village		PIN Code																
		State		Country																
5	MICR Code																			
6	IFSC																			

\* Please furnish copy of cancelled cheque of bank account.

**Mobile No.** \_\_\_\_\_ **for Activation of SMS facility.**      **Yes / No**

**My E-mail Id is** \_\_\_\_\_

**I hereby declare that the aforesaid mobile number or E-mail ID belongs to :**

**Me or**  **My family (spouse, dependent children and dependent parents).**

<b>Mode of receiving Statement of Account {Tick any one}</b> Refer Notes for receiving Statement of Account in Electronic Form	<input type="checkbox"/> Physical Form
	<input type="checkbox"/> Electronic Form

**Signatures of :**



\_\_\_\_\_

**Sole/First Holder**



\_\_\_\_\_

**Second Holder**



\_\_\_\_\_

**Third Holder**

**Notes :** For receiving Statement of Account in Electronic Form :

1. The Client(s) is/are aware that it will not receive the transaction statements in paper form.
2. Client must ensure the confidentiality of the password of the email account.
3. Client must promptly inform the Participant if the email address has changed.
4. Client may opt to terminate this facility by giving 10 days prior notice.  
Similarly, Participant may also terminate this facility by giving 10 days prior notice.

**IDENTITY PROOF ONLY : Any one of the following :**

1. PAN card with photograph
2. Identity card / document with applicant's Photo, issued by
  - Central / State Government and its Departments.
  - Statutory / Regulatory Authorities.
  - Public Sector Undertakings.
  - Scheduled Commercial Banks.
  - Public Financial Institutions.
- Colleges affiliated to Universities (this can be treated as valid only till the time the applicant is a student).
- Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council etc., to their Members; Credit cards / Debit cards issued by Banks.

**PROOF OF ADDRESS : Any one of the following :**

1. Passport. 2. Driving License. 3. Voter ID Card. 4. Ration Card. 5. Identity Card / documents with address issued by
  - Central / State Government and its Departments.
  - Statutory / Regulatory Authorities.
  - Public Sector Undertakings.
  - Scheduled Commercial Banks.
  - Public Financial Institutions.
  - Colleges affiliated to universities (this can be treated as valid only till the time the applicant is student);
  - Professional Bodies such as ICAI, ICWAI, Bar Council etc. to their Members
6. Bank passbook. The same should be accompanied/supported with the transaction portion which should not be older than 2 months as on date of application.
7. Verified copies of
  - Electricity bills (not more than two months old)
  - Leave and License agreement / Agreement for sale.
  - Residence Telephone bills (not more than two months old) and pertaining to only Landline telephone other than Fixed Wireless Phone).
8. Bank Statement.

**In case of Computer generated original Bank Statement or Photocopy thereof (in case of photocopy, original of Bank Statement to be produced for verification):**

1. a. Should be printed on stationery of the bank.
  - b. Should carry logo of Bank
  - c. Should carry Bank Name
  - d. Carry client name and address
2. Transactions/holding of client for the latest quarter ending i.e. for accounts to be opened in September should be supported by the Bank statement of the Quarter ending June.
3. Furnish cancelled cheque in original or photocopy thereof (In case of Photocopy, original of cheque be produced for verification).
4. Bank Statement to carry signatures of applicant/ all the joint applicants.

**OR**

**In case of computer generated Bank statement on plain paper.**

1. a. Should carry Bank Name.      b. Carry Client Name and Address.      c. Should Carry client name and address.
2. Transactions/holding of client for the latest quarter ending i.e. for accounts to be opened in September should be supported by the Bank Statement of the quarter ending June.
3. Furnish copy of cancelled cheque in original.
4. Bank Statement to carry signatures of applicant/all the joint applicants.
5. Bank Statement to be signed and stamped by authorized official of Bank Mentioning Name and Designation of Bank Official.
9. In case of joint accounts all the applicant holders to sign and their proof of address/identity proof/pan card to be given.
10. Proof of address be given for both for local and correspondence address.
11. Proof of bank detail in the form of cancelled cheque or bank statement / Bank Manager Certificate.