**Equity Checklist - “HUF”**

|  |  |
| --- | --- |
| “One set of each document” | |
|  | |
| 1. | **- Copy of PAN card of "HUF Firm" & "Individual - KARTA"** |
| 2. | **- Copy of AADHAAR Card of Individual KARTA"** |
| 3. | **- Proof of Address of "HUF Firm" And "Individual KARTA" - (Any One of the following)**  a) Passport (Validity period to be checked)  b) Voter ID Card  c) Driving License (Validity period to be checked)  d) AADHAAR Card  e) Bank Statement / Passbook with latest transaction details for 3 months f) Electricity bill (Not more than 3 months old)  g) Residence MTNL/BSNL landline telephone bill (Not more than 3 months old)  h) Ration Card |
| 4. | **- Latest bank account statement of HUF (Should not more than 3 months old)** |
| 5. | **- Proof of Bank account of HUF Firm (Any One of the following) -**  a) Original Cancelled Cheque HUF Bank Account (With client name and A/c no. pre-printed)  b) Latest Bank Statement/Passbook with MICR & IFSC code printed (Not more than 3 months old)  c) Bank Verification Letter (ORIGINAL) |
| 6. | **- HUF declaration (Co-parceners Letter) - *(Format Enclosed)***  ***Note :***  *a)Incase of Co-parcener is MINOR then KARTA will sign on behalf of him/her on declaration & on POA(Power of*  *Attorney)*  *b)Birth Certificate of MINOR’s require* |
| 7. | - Rs.1000 cheque in the name of ***"Vardhamanglobal Sharecom Private Limited"*** - Account opening charges |
| 8. | **- Documentary evidence of financial details in the name of HUF (Applicable to clients trading in Derivative segment of stock exchange) – (Any One of the following)**  a) Copy of ITR - Last 2 years  b) Copy of Balance Sheet - Last 2 years  c) Copy of Form 16 in case of salary income d) Salary Slip - Last 2 months  e) CA certified Net Worth certificate  f) Bank account statement for last six months  g) Copy of latest demat account holding statement  h) Any other relevant documents substantiating ownership of assets |
| 9. | **- In case of registration of third party address proof for correspondence address, please ensure to obtain the below documents**  a) PAN Card copy of the third party person b) Proof of address of the third party person  c) Third party address letter ***(Format Enclosed)***  ***Note : (ensure document should be attested by both - Account Holder & Third Party Person)*** |
| 10. | **- Incase of other DP client master copy duly attested with stamp by DP official & self attested by BO require** |
| ***Note :***  **a) All documents should be self attested by KARTA with HUF Seal**  **b) IPV (In Person Verification) would be done by concern Branch/Franchisee/RM/BM.**  **c) EGFSL POA (Power Of Attorney) should be signed by all Co-parceners with KARTA signature** | |

**HUF DECLARATION AND CONSENT LETTER (NOC)**

**Date :**

**To,**

**Vardhamanglobal Sharecom Private Limited. A-10 Janta Colony**

**Jaipur 302004**

With regard to Beneficiary account no. (BO ID)\_

And Trading

Account maintained in the name & style “\_ \_” with

DP /Trading (Vardhamanglobal Sharecom Private Limited)

We the following family members, being the co-parceners in the HUF account. M/s

hereby give our consent that the said karta, viz

Mr.

transactions in the HUF account.

in the above mentioned BO ID /Trading account for shares

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Details of our HUF and all its co-parceners are stated as mentioned below** | | | | | |
| Sr no. | Name of family member | Date of Birth  DD/MM/YYYY | Gender | Relationship with KARTA | Signature(s) |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |

I, hereby state that details mentioned above are true and any change in them would be intimated to you in writing.

Name of Karta :

Address of HUF :



***Signature of Karta Along with Rubber Stamp***

***Note :*** *Incase of Co-parcener is MINOR then KARTA will sign on behalf of him/her in above declaration*

**Letter for Third Party Address**

Date:

To,

**Vardhamanglobal Sharecom Private Limited** KYC Department

A-10 Janta Colony

Jaipur 302004

Dear Sir/Madam,

We wish to open Trading and/or Demat account with you and wish to inform you that for my correspondence address, I wish to use following address

of my relative Mr./ Ms. / Mrs. and same is with his/her consent and knowledge.

I have also obtained the photo ID (PAN Card) & Proof of address of my relative as per the requirement. Request you to oblige the same.

Thanking you,

Client Signature :



Client Name :

I confirm that address mentioned above is in my name and I further agree & I don't have any objection in Mr./ Ms./Mrs.

using my address as his/her correspondence address proof.

Relative Signature :



Relative Name :

Relation with client :