

## **PROCESS TO OPEN DEMAT & TRADING ACCOUNT OFFLINE**

This is the traditional method we have all followed for a long time before online KYC Aadhar authentication was permitted by SEBI. You can either call for a representative from our office to visit you or you can come to our office for offline account opening. With LFSL, the process of opening a Demat /Trading account is easy and quick and requires the following essential documents on the investor's part. Here are the steps to follow for opening offline Demat/ Trading account.

- Fill out the Demat/ Trading account opening application form and affix your recent passport size photograph with sign across.
- PAN is the mandatory requirement for opening of Demat/Trading account and investment in securities market. So, please provide self attested copy of your PAN and ensure your PAN is linked to your Aadhaar.
- Attach Proof of Identity and Proof of Address such as your Aadhaar card, PAN card, Voter ID card, Driving licence, Passport etc.. These proofs can be photocopies of appropriate documents, but it is mandatory to carry the originals with you for spot verification.
- Provide a Cancelled Cheque and/or Bank Statement (Not more than three months old) as Proof of Bank account.
- Provide copy of Income Tax Returns as proof of income.
- Please read and sign the account opening form and annexure and submit to us for further processing.
- Then we will verify the forms along with the KYC documents and if found fit in all respects will carry out In-Person verification (IPV) and register your KYC with KRA and CKYC and after successful registration the Beneficial Owner Identification Number (or BOID) and the Unique Client Code (UCC) is allocated.
- Please read the "Rights and Obligations of the Beneficial Owner and Depository Participant" and "Rights and Obligations of Stock Brokers, Sub

Brokers and Clients” as Prescribed by SEBI, Depositories and Stock Exchanges. It outlines your responsibilities and rights as a trader/investor as well as where you stand vis-à-vis your Stock Broker / Depository Participant. This is an important document for future reference.

**PROCESS TO OPEN DEMAT & TRADING ACCOUNT ONLINE** Currently, we are not providing Online Demat & Trading Account opening facility.