



*Safety
is our
Mantra*

DAWOOD EQUITIES LIMITED

TREC HOLDER KARACHI STOCK EXCHANGE LIMITED

TREC Registration No. BRK-131

TREC Code - 058

Client's Name: _____

Trading A/C No.: _____

CDC Sub/Group A/C No.: _____

Head Office: 1900-B, Saima Trade Tower "B", I.I. Chundrigar Road, Karachi.
Tel: (92-21) 32271881-883 Fax: (92-21) 32275086

Corporate Office: Room # 810 8th Floor, Karachi Stock Exchange Building, Stock Exchange Road, Karachi.
Tel: (92-21) 32474028 Fax: (92-21) 32418873

Branch Office: 1st Floor, Chang Chamber, Saddar Bazar, Cantonment, Hyderabad.
Tel: (92-22) 2783856 Fax: (92-22) 3864718



DAWOOD EQUITIES LIMITED
TREC HOLDER KARACHI STOCK EXCHANGE LTD.

Branch _____

TITLE OF ACCOUNT : _____ CLIENT'S A/C # _____

	NAME	SPECIMEN SIGNATURE
1.		X
2.		

Tel No. _____

1. CNIC No. _____

2. CNIC No. _____

Officer's Signature/s _____



DAWOOD EQUITIES LIMITED
TREC HOLDER KARACHI STOCK EXCHANGE LTD.

Branch _____

TITLE OF ACCOUNT : _____ CLIENT'S A/C # _____

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Officer's Signature/s _____



DAWOOD EQUITIES LIMITED

TREC HOLDER KARACHI STOCK EXCHANGE LTD.

E-mail: info@dawoodequities.com Web: www.dawoodequities.com

Head Office: 1900-B, Saima Trade Tower "B", I.I. Chundrigar Road, Karachi.

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ACCOUNT HOLDER SIGNATURE CARD

Account to be operated :

☐ SINGLY ☐ JOINTLY

Account No.

Account No.

AUTHORIZED SIGNATORY (IES)

	Name	Signature
1.	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>

Remarks :

Account Holder's Signature :

Joint Account Holder Signature-1 :

Joint Account Holder Signature-2 :



DAWOOD EQUITIES LIMITED
TREC HOLDER KARACHI STOCK EXCHANGE LTD.

NOTE :

1. Each and every coloumn must be filled in.
2. Each page of this form will be duly signed by the Account Holder (s) and the broker.
3. Form To Be Filled In Block Letters.

Date : _____

CLIENT ID / ACCOUNT NO. _____

CDC SUB ACCOUNT NO. _____

NATURE OF ACCOUNT : ☐ SINGLE ☐ JOINT ☐ COMPANY ☐ FIRM

ACCOUNT TITLE / NAME : _____

FATHER'S / HUSBAND'S NAME : _____

MAILING ADDRESS : (For notices / correspondences / entitlements) _____

PERMANENT ADDRESS : _____

MOBILE : _____ PHONE (RES). _____

PHONE (OFFICE) : _____ FAX : _____

E-MAIL : _____ DATE OF BIRTH : _____

GENDER : Male / Female NATIONALITY : _____ STATUS : Resident / Non-resident

N.I.C. NO. _____ OCCUPATION : _____

PASSPORT NO. (In Case Of Non-resident) _____ Date Of Issue : _____ Place Of Issue : _____

ZAKAT STATUS : ☐ Muslim Zakat Payable ☐ Muslim Zakat Not Payable ☐ Non-Muslim

CZ 50 to be provide

DIVIDEND MENDATE : ☐ YES ☐ NO

If dividend mendate is yes, provide the following information :

a) Title of Bank Account : _____ b) Bank Account No: _____

c) Bank's Name & City : _____ d) Branch : _____

X

Signature Of ACCOUNT HOLDER

For **DAWOOD EQUITIES LIMITED**

For **DAWOOD EQUITIES (PVT) LTD.**



DAWOOD EQUITIES LIMITED

TREC HOLDER KARACHI STOCK EXCHANGE LTD.

JOINT ACCOUNT HOLDER :	JOINT HOLDER (1)	JOINT HOLDER (2)	JOINT HOLDER (3)
a) Account Title / Name :	_____	_____	_____
b) Father's Name :	_____	_____	_____
c) Address :	_____	_____	_____
d) Telephone :	_____	_____	_____
Residence	_____	_____	_____
Office	_____	_____	_____
Mobile	_____	_____	_____
Fax	_____	_____	_____
E-Mail	_____	_____	_____
e) Nationality :	_____	_____	_____
f) Residential Status :	_____	_____	_____
g) NIC No:	_____	_____	_____
h) Signature	_____X_____	_____	_____

NAME AUTHORISED PERSON(S) TO OPERATE THE ACCOUNT :

	PERSON (1)	PERSON (2)
a) Name :	_____	_____
b) Father's / Husband's Name :	_____	_____
c) Telephone Office :	_____	_____
d) Telephone Res :	_____	_____
e) Mobile :	_____	_____
f) Address :	_____	_____
g) CNIC No:	_____	_____
h) Relationship with A/H :	_____	_____
i) Signature :	_____X_____	_____

NOMINATION :

(In the event of death of the Account Holder, the nominee shall be entitle to receive securities / cash available in the account of the Account Holder after setoff against losses/liabilities in the account.

Name :	_____	Surname :	_____
NIC No :	_____	Date Of Birth (DD/MM/YY) :	_____
Postal Address:	_____		
Phone :	_____	E-Mail :	_____

Signature Of ACCOUNT HOLDER

For DAWOOD EQUITIES LIMITED

For DAWOOD EQUITIES (PVT) LTD.



MARGIN DEPOSIT :

The Account Holder(s) hereby undertakes to deposit & maintain scrip wise percentage of margin as per schedule attached against his / her / their outstanding trades / exposure for the purpose of trading in his / her / their account. The broker shall, notify the account holder(s) about any change in the above margin requirements for the already executed trades atleast 3 days prior to the implementation of the revised margin requirements.

CLIENTS BANK DETAILS : (OPTIONAL)

NAME OF THE BANK : _____

SAVING / CURRENT A/C. NO. : _____

BRANCH ADDRESS : _____

ACCOUNT(S) WITH OTHER BROKER(S) : OPTIONAL

Name of the Broker	Member Exchange	Client ID / Account

SPECIAL TERMS AND CONDITIONS :

The terms and conditions set herein below shall be equally binding on the Broker and the Account Holder(s).

- All transactions between the parties shall be subject to the Articles, Rules and Regulations of the Exchange, revised policies, Board directions and new regulations to be framed in pursuance of section 34 of the Securities and Exchange Ordinance 1969. Moreover, all applicable provisions of the securities and Exchange Ordinance 1969 read with the Securities and Exchange Commission of Pakistan. Act, 1997 Brokers and agents registration rules 2001, Securities and Exchange Rule 1971 and all directions/directives passed from time to time to regulate the trades between parties and to regulate brokers conduct and the Central Depositories Company of Pakistan. Act 1997, Rules framed there under and the national clearing and settlement system regulation and any other law for the time being in force. The broker shall ensure provision of copies of all the above laws, rules and regulations at his office for access to the Account Holder(s) during working Hour.
- In the case of any dispute in connection with the trade of transaction between the broker and the Account Holder is not settled amicably, either party may refer the same arbitration in accordance with the provision of General Regulations of the exchange, which shall be binding on both the parties. The Account Holder here by agrees that he would have no objection if his name and other relevant particulars are placed on exchange's data base accessible by member's of the exchange if he fails or refuses to abide by or carryout any arbitration award passed against him in his dispute with the Broker.
 - The amount deposited as security margin by the Account Holder(s) with the broker shall only be used for the purposes of dealings in securities, such as trading and / or settlement of deliveries of securities on behalf of the Account Holder(s). The Broker shall not use such amounts for his own use.
 - The credit amount of the Account holder(s) shall be kept by the broker in a separate bank account titled " Account Holder I client Account" and shall not be used by the broker for his own business.
 - The broker shall be authorized to act on the verbal instructions of the Account Holder(s). The Broker shall provide a written confirmation of the executed transactions as required under rule 4(4) of the securities and Exchange Rules, 1971 and all such transactions recorded by the broker in his books shall be conclusive and binding upon the Account Holder(s), which shall not be questioned by him/her/them, subject to clause 5 below.

Or;

For DAWOOD EQUITIES LIMITED

X

Signature of ACCOUNT HOLDER

For DAWOOD EQUITIES LIMITED

For DAWOOD EQUITIES (PVT) LTD.



3. (b). The Account Holder shall give written instructions for the sale/purchase of securities of the Broker. The Account Holder(s) shall not give any verbal / oral instructions. The Broker shall provide a written confirmation of the executed transactions as required under rule 4(4) of the securities and Exchange Rules, 1971 and all such transactions be questioned by him/her/them, subject to clause 5 below.

The Account Holder(s) Opt. for _____ Signature : _____ X

4. The Broker shall provide the confirmation of the executed transaction to the _____
(Name of Account holder) at the above stated address by means of acceptable mode of communication or by hand subject to acknowledgement receipt as noted in clause 16.

5. In case there are any error(s) in the daily information statement, the Account Holder(s) shall report the same to the Broker within one business day of the receipt of confirmation. In case the Account Holder(s) do not respond within one business day of the receipt of the said daily confirmation statement, the confirmation statement shall be deemed conclusively accepted by the Account Holder(s).

6. In the event that the Account Holder(s) fail(s) to deposit additional cash or securities as margin within one business day of the margin call (in writing), the Broker shall have absolute discretion to and, without further notice to Account Holder(s), liquidate to account Holder(s) outstanding Positions, Including the securities purchased and carried in such account, so the margin is maintained at the required level.

7. The Broker shall be responsible to ensure delivery of CDC eligible securities in the CDC account of the Account Holder(s). Subject to full payment by the Account Holder(s). In case of companies which are not on the CDC, the broker shall ensure the delivery of physical shares along with the verified transfer deeds against payment to the account Holder(s). Further the Broker shall be responsible for the payment of any credit cash balance available in the Account of Account Holder(s) preferably in form of A/c. Payee cross cheque only with in 1 business day of the request of Account Holder(s). (Subject to he maintenance of the margin requirements).

8. (a). The Broker shall immediately deposit in its bank account all cash received in whole i.e. no payments shall be made from the cash received from clients.

8. (b). The members shall make all the payments of Rs. 25000/- and above through crossed cheques / bank drafts / payorder or any other crossed banking instruments showing payment of amount from their business bank account. Copies of these payments instrument including cheques, pay order, demand draft and online instructions shall be kept in record for a minimum period of five years.

8. (c). The Broker shall encourage the Account Holder(s) to make payments to the Broker by "A/c. Payee Only" cross cheque (in case of amount in excess of Rs. 50,000/-) and "A/c. Payee Only " or cheque or cash (for amount below Rs. 50,000/-) The Broker shall be responsible to provide the receipt to the Account Holder(s) in the name of the Account Holder(s) duly signed by authorized agents / employees of the broker Account Holder(s) shall be responsible to obtain the receipt thereof. In case of cash dealing, proper receipt will be taken and given to the Account Holder(s), Specifically mentioned if payments is for margin or the purchase of securities.

9. The Account Holder(s) shall have a right to obtain copy of his / her or their ledger statement under official seal and signature of broker or his authorized representative on a periodic basis. In case of any discrepancy in the ledger statement, the Account Holder(s) shall inform the Broker within 1 day of the receipt of the ledger statement to remove such discrepancy.

X
Signature of ACCOUNT HOLDER

For DAWOOD EQUITIES LIMITED

For DAWOOD EQUITIES (PVT) LTD.



10. The Account Holder(s) shall operate the account and execute transactions himself / herself / themselves unless the Account Holder(s) authorize Mr./Mrs. NIC No. _____ to transact in the account. All transactions executed by the authorized person shall be binding upon the Account Holder(s). For Joint Account Holder Only
11. (a) We, the Account Holder shall operate the account jointly or severally and the instructions issued either jointly or severally shall be binding on us as well as upon the broker in respect of the joint titled Account.
- OR;
- (b) Our titled account shall be operated only by _____ who shall be deemed as the authorized.
- The Account Holder(s) Opt. for _____ Signature : _____
12. The Broker shall be responsible to append a list of his authorized agents / traders and designated employees, who can deal with the Account Holder (s), with this account opening form and a copy of both opening form and the list will be provided to the account Holder(s). Any changes there in shall be intimated in writing to the Account Holder(s) with immediate effect.
13. The Broker shall debit the account of the Account Holder(s) for the commission charges or any other charges in connection with the brokerage services rendered, which shall be clearly detailed in the ledger statement daily confirmation.
14. The broker shall not disclose the information of the transactions of the Account Holders to any third party and shall be maintain the confidentiality of this information. However, in case the Exchange or the Commission as the case may be requires any such information, the Broker shall be obliged to disclose the same for which the Account Holder(s) shall not raise any objection whatsoever.
15. In case a broker converts his individual membership rights to corporate membership and vice versa the agreement and conditions laid down herein above shall remain effective unless otherwise agreed by the parties.
16. (a) Acceptable mode of communication between the account Holder(s) and broker shall be through letter (courier / registered posts / fax / email) or by hand subject to receipt / acknowledgement. The bonus of providing that the e-mail has been received by the recipient shall be on the sender sending the e-mail. Confirmation of orders to clients made through fax or email will have a time record.
16. (b) All order received telephonically and placed on KATS shall be supported by recording on dedicated telephonic lines, preferably connected with a computerized taping system so as the order possible by the sorted on UIN basis and made user friendly.
17. In case of change of address or contact numbers of either party , the concerned party shall immediately notify the other party of the changes in writing.
18. I/We, the Account Holder(s) acknowledge receipt of this account opening form(signed her by me / us in duplicate) along with the copies of all annexures and I/we the Account Holder(s) also under take that I/we have understood all the above terms and conditions of this agreement which are acceptable to me/us.
19. I/We the Account Holder(s) understand that the shares trading business carries risk and subject to the due diligence on part of the broker I/we may incur losses for which I/We, the Account Holder(s) shall not hold the Broker responsible. 20. I/We the Account Holder(s) further confirm that all the information given in this application is true and complete and hereby authorize the Broker to notify the any information mentioned above.
21. The Account Holder(s) further agree to make payments by "A/c Payee Only" cheque obtain receipt thereof in his/her /their name duly signed by authorized employee. The Holder understand that for any payment made other then the above arrangements, the Account Holder shall not hold the company responsible.

X

Signature of ACCOUNT HOLDER

For DAWOOD EQUITIES LIMITED

For DAWOOD EQUITIES (PVT) LTD



22. The Account Holder(s) understand the company is not carrying on any money lending / borrowing business. The Account Holder(s) agree that he/she/they will not make any payment to the company for the purpose . The Account Holder(s) further understand that company has not authorized the employee/persons/agents to collect payment for money leading / borrowing purpose if the Account Holder make any payment for that purpose, he/she/they shall not hold the company responsible. Also Account Holder agree that any receipt issued by any employee / person / agents on behalf of the company against money lending / borrowing have no legal binding on the company.
23. The Account Holder(s) hereby undertake that any physical shares / securities purchased through the company will be lodged for transfer by him or her or them within 7 business days Account Holder(s) further understand that in case of any defect in title of these physical shares / securities, the rules of Karachi Stock Exchange Limited will be binding upon both the parties.
24. The company is unconditionally and irrevocably authorized to deny execution of any order, freeze / close the trading account without any notice to the Account Holders. The Account Holders will not dispute this authority at any forum.
25. In case the Account Holder fails to pay any amount due on or before the due date specified herein or otherwise notified to the Account Holder, the Broker shall have the right to claim liquidated damages upto 24% per day for each day of delay in payment by the Account Holder(as compensation for financial loss but not by way of financing or penalty) . The Account Holder shall be liable to make such payment without prejudice to any other legal or contractual rights of the Broker, including the Broker's rights and discretion under clause 6 herein above .
26. The Account Holder undertake to identify any error / mistake / discrepancy / dispute regarding the transaction / ledger balance within one business day of receiving trade confirmation/ledger statement. The Account Holder agrees that such letters will be addressed to the chief executive and he/she/they will seek the written acknowledgment of the receipt of the letter.
27. The company is authorized to revise the required margin for trading in shares at any time without any notice to the Account Holder(s). However any change in the required margin for already executed trades will be notified to the Account Holder(s) at least 3 days prior to the implementation.
28. The company undertake to maintain ledger account of the Account Holder(s) which clearly details commission / other charges. The Account Holder(s) will have the option to seek ledger Account with or without detailed commission / other charges.
29. Revocation of the letter of authority of the authorized representative shall only be recorded in writing by letter manually signed by the account holder and in case of a joint Account, by both the joint Account Holders and delivered by hand or by courier service or registered post. All orders executed and transactions effectuated upto the time of the receipt of the revocation letter by the broker shall be binding upon the Account Holder(s).
30. In the event of any disputers, difference or controversies arising out of the Agreement, including the interpretation of the terms hereof ("Disputes"), the same shall be referred to the arbitration committee of the Karachi Stock Exchange. The Arbitration shall be held in accordance with arbitration Act, 1940 as amended from time to time and the venue of arbitration shall be Karachi.
31. Account Holder authorized us to sell his/her/their position in case of out exposure.
32. The terms & conditions contained in this brokerage account agreement are subjected to change by the broker at its discretion upon written notice to the Account holder(s). The Account Holder(s) Shall be deemed to have accepted any and all changes by not closing and or by continuing to use the account. The Broker reserve the right at its discretion to restrict trading, disbursements or transfer and to require additional documentation or margin from time to time for the purpose of maintaining the account and or executing instructions on account of the account Holder(s).

For **DAWOOD EQUITIES LIMITED**


Signature of ACCOUNT HOLDER



33. In the event of delay in giving physical or CDC delivery in respect of sale transaction by account holder for whatever reason, the account holder will be solely responsible for any losses in squaring up the transactions and charges levied by KSE or NCCS to square up the transactions. The broker will debit all such amount to the account holder without any prior notice to the account holder(s).

TERMS AND CONDITIONS PERTAINING TO CDC GROUP / SUB ACCOUNT

- A. The Account Holder hereby irrevocably and unconditionally authorized Dawood Equities Ltd. {here in after referred to as a company } to move his/her/their shares/securities from his/her/their sub account/group account from time to time with an unfettered right to dispose them off at any time without any notice to Account Holder from and to apply the net proceeds thereof towards the adjustments of his/her/their outstanding balance that may be due from him/her/their, directly or indirectly to the company including under normal settlement as well as against all his/her/their losses and he Account Holder(s) shall continue to be liable for any short falls.
- B. The Company is further unconditionally and irrevocable authorize to freeze / close his/her/their sub account/group account and or to move his/her/their shares/securities in the sub-account/group account for any purpose without any notice to hi/her/their. C. The Account Holder(s) further hereby unconditionally and irrevocably authorize to pledge his/her/their book entry securities infavour of any illegible pledge(s) and in particular, the Karachi Stock Exchange Limited. In accordance with section 12 of the central depositories Act, 1997 and the Central Depositories Company of Pakistan limited's regulations as may be amended and or substituted from the time to time.
- D. The Account Holder further undertake not to move or issue any instruction to the CDC for the movement of any shares / securities in his/her/their sub-account / group account without the prior written consent of the company.
- E. The company is further authorize to issue requisite the instructions to the CDC / Issue from time to time, if it considers necessary, in respect of his/her/their above understanding with the company.
- F. The foregoing conditions also constitute his/her/their irrevocable authorization to the company for the purposes of sections 24 of the Central Depositories act, 1997 and the Central Depositories Company of Pakistan Limited's regulations.
- G. The Account Holder(s) further undertake to indemnify the company for all losses, damages, claims, costs etc. arising out of the opening and maintaining of his/her/their sub-account / group account / trading account and / our servicing his/her/their orders by the company.
- H. I do hereby authorized and permit to Dawood Equities Ltd for Pledge transaction of my A/c. _____ in accordance with the provision section 12(6) of Central Depositories Act, 1997.
- I. I/We hereby authorized Dawood Equities Ltd irrevocably and unconditionally to transfer/move my shares any time in Dawood Equities Ltd CDC for pledge / CFS / settlement / lending borrowing and any other purpose. Dawood Equities Ltd providing online shares trading, portfolio, investment, advisory, brokerage and conduct proprietor trading.

X

Signature of ACCOUNT HOLDER

Signature of JOINT ACCOUNT HOLDER

Signature of JOINT ACCOUNT HOLDER

For DAWOOD EQUITIES LIMITED

For DAWOOD EQUITIES (PVT) LTD.

For DAWOOD EQUITIES LIMITED

For DAWOOD EQUITIES (PVT) LTD.

1. _____
2. _____
Opened By : _____
Date : _____

Checked By : _____

09

42.A GENERAL OBLIGATION OF MEMBERS/BROKERS RELATING TO LEVERAGED MARKETS:

In addition to any obligation of a broker/member under the applicable laws, agreements or as Specified in the standardized Account Opening form, the Broker shall ensure. The following:

- (1) No transaction is executed by the Broker on behalf of a client in the Leveraged Market unless an appropriate agreement has been executed between the broker and such client.
- (2) All risks involved in the relevant transactions have been fully disclosed and the broker has obtained a written confirmation from its clients that they have understood and have the ability to bear the risk in such transactions.
- (3) The options available to a client in respect of various financing facilities in the securities markets have been fully disclosed and explained to the client.
- (4) All provisions of the Anti-Money Laundering Act, 2010 (Act, VII of 2010) and any rules and regulations made there under are complied with at all times.
- (5) The credit worthiness of clients is evaluated through a proper credit risk assessment methodology and credit limits are assigned to each client beyond which the client shall not be allowed to take a position in the Leveraged market.

Maintenance of records evidencing compliance with the aforesaid obligations and that such record remain available for inspection by the commission or any other person authorized to do so, at any time

CLIENT SIGNATURE

X



DAWOOD EQUITIES LIMITED

TREC HOLDER KARACHI STOCK EXCHANGE LTD.

1900-B, Saima Trade Tower "B", I.I. Chundrigar Road, Karachi.

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E-mail: info@dawoodequities.com

SCHEDULE OF COMMISSION CHARGES, OTHER CHARGES AND REQUIRED MARGIN FOR THE PURPOSE OF TRADING

The Account Holder is maintaining Account No. _____ in the name of _____

COMMISSION:

The Maximum commission charged you will not more than 1 % of the share value.

OTHER CHARGES:

1. Central Depository Charges Rs. 0.005 Per Share
2. CDC Movement Charges Rs. 0.005 Per Share
3. Physical Share Deposited in CDC Rs. 0.05 Per Share
4. Laga, SECP and NCSS charges will be changed according to the company policy.

Dawood Equities Ltd is authorized to revise commission charges & other charges and any change in the above will be notified to the account Holder.

MARGIN:

The margin against the trade / exposure for the purpose of trading on the ready counter would be a rate of _____ % in any acceptable Securities.

The margin against the trade / exposure for the purpose of trading in the future market would be at a rate of either _____ % cash or _____ cash and _____ acceptable securities.

Dawood Equities Limited is authorized to revise the required margin for trading in shares at any time without any notice to the Account Holder(s). However any change in the required margin for already executed trades will be notified to the Account Holder(s) at least 3 days to the implementation.

Account No. _____

Name : _____

Client Signature : _____

FOR DAWOOD EQUITIES LIMITED

Name : _____

Designation : _____

Signature : _____

Date : _____



DAWOOD EQUITIES LIMITED

TREC HOLDER KARACHI STOCK EXCHANGE LTD.

E-mail: info@dawoodequities.com Web: www.dawoodequities.com

Head Office: 1900-B, Saima Trade Tower "B", I.I. Chundrigar Road, Karachi.

Tel: (92-21) 32271881-883 Fax: (92-21) 32275086

Corporate Office: Room # 810 8th Floor, Karachi Stock Exchange Building, Stock Exchange Road, Karachi. Tel: (92-21) 32474028 Fax: (92-21) 32418873

Branch Office: 1st Floor, Chang Chamber, Saddar Bazar, Cantonment, Hyderabad.
Tel: (92-22) 2783856 Fax: (92-22) 3864718

SUB-ACCOUNT OPENING FORM FOR A COMPANY OR OTHER CORPORATE BODY

(Sub-Accounts are opened and maintained by Participants in accordance with the CDC Regulations made pursuant to Section 4 of the Central Depositories Act, 1997)

(Please use BLOCK LETTERS to fill the form)

We hereby apply for opening of our Sub-Account under the Account Family of **Dawood Equities Limited** (hereinafter referred to as "Participant") maintained in the Central Depository System ("CDS") of the Central Depository Company of Pakistan Limited ("CDC"). Our particulars are given as under:

A. REGISTRATION (AND OTHER) DETAILS OF APPLICANT									
1. Full name of Applicant (As per constitutive documents)									
2. Registration Number / Unique Identification Number ("UIN")									
3. Contact Details of Applicant:									
(a) Mailing Address:									
(b) Contact No.:				(c) Fax:			(d) E-mail:		
(e) Registered Office/Head Office Address:									
4. Details of Contact Person on the Applicant: (Should only be an official or an attorney of the Applicant)									
(a) Name Mr./Mrs./Ms.									
(b) Association of the Attorney with the Applicant:									
(c) Address:									
(d) CNIC No: (only where Contact Person is an Attorney)									
(e) Expiry date of CNIC:									
(f) Contact No.				(g) Fax:			(h) E-mail address:		
5. Shareholder Category [Please tick () the appropriate box]									
<input type="checkbox"/> Investment Company				<input type="checkbox"/> Modaraba					
<input type="checkbox"/> Insurance Company				<input type="checkbox"/> Modaraba Management Company					
<input type="checkbox"/> Charitable Trust				<input type="checkbox"/> Cooperative Society					
<input type="checkbox"/> Leasing Company				<input type="checkbox"/> Mutual Fund					
<input type="checkbox"/> Bank/Financial Institution				<input type="checkbox"/> Other (Please specify)					
<input type="checkbox"/> Joint Stock Company									
B. OTHER INFORMATION OF APPLICANT									
1. Dividend Mandate [Please tick () the appropriate box]									
(a) Account Title:									
(c) Name of Bank:									
(e) Address:									
2. National Tax No. (Optional)									
4. Residential Status [Please tick () the appropriate box]									
		Resident	Non-Resident	Repairable	Non-Repairable				
		Pakistani							
		Foreign Company / Corporate body							
5. If you are maintaining any Special Convertible Rupee Account ("SCRA"), please provide details in (a) to (c):		(a) SCRA Account No:			(b) Bank Name:				
		(c) Branch Details:							

Signatures

Authorized Signatories of the Applicant

Participant

C. CDC SMS / IVR / WEB SERVICES ("CDC access")

CDC provides **FREE OF COST** services under CDC access whereby sub-account holders can have real time access to their account related information.

1. SMS is part of such service, where alerts are sent whenever certain activities take place in a sub-account including securities movement, pledge etc.

(a) For SMS Service, please provide local mobile number of your Contact Person:

(b) If you do not wish to subscribe to SMS Service, please sign here:

2. Do you wish to subscribe to free of cost IVR Service? [Please tick () the appropriate box] ☐ Yes ☐ No

3. Do you wish to subscribe to free of cost Web Service? [Please tick () the appropriate box] ☐ Yes ☐ No

If you are subscribing to IVR and/or Web Services, please provide following details of your Contact Person:

(a) Date of Birth (DD / MM / YYYY) / /

(b) Mother's Maiden Name: (c) Email Address:

D. SUB-ACCOUNT OPERATING INSTRUCTIONS

1. Signatory(ies) to give instruction to the Participant pertaining to the operations of the Sub-Account.

(Please specify sub-account operating instructions in relevant column along with name and specimen signatures of authorized signatories)

	Name of Signatory(ies)	Specimen Signatures
(a)		
(b)		
(c)		
(d)		

2. Sub-Account Operating Instructions:
[Please () appropriate box]

<input type="checkbox"/> Singly	<input type="checkbox"/> Attorney
<input type="checkbox"/> Jointly [any] _____	<input type="checkbox"/> Any other

Please specify:

E. AUTHORIZATION UNDER SECTIONS 12 AND 24 OF THE ACT EXCLUSIVELY FOR SETTLEMENT OF UNDERLYING TRADES INCLUDING PLEDGE AND RECOVERY OF CHARGES AND LOSSES

We the undersigned, hereby give our express authority to the Participant under Section 12 and Section 24 of the Central Depositories Act, 1997 to handle Book-entry Securities beneficially owned by us and entered in our Sub-Account maintained with the Participant for securities transactions that are exclusively meant for the following purposes:

- For the settlement of any underlying market transactions (trades) including off market transactions made by us from time to time;
- For pledge securities transactions with any Stock Exchange or a clearing Company relating to any of our underlying market transactions (trades) to be settled through the Clearing Company from time to time;
- For the recovery of payment against any underlying market purchase transactions made by us from time to time;
- Movement by from time to time
- Securities transactions pertaining to any lending or borrowing of Securities made by us from time to time in accordance with the CDC Regulations;
- For the recovery of any charges or losses against any or all of the above transactions carried out by us or services availed; and or
- Delivery Transaction made by us for any other purposes as prescribed by the Commission from time to time.

Specific authority on each occasion shall be given by us to the Participant for handling of Book-entry Securities beneficially owned by us for all other purposes as permitted under the applicable laws and regulations.

Note: Please note that above shall serve as a one-time fixed authorization to the Participant for handling of Book-entry Securities owned by the undersigned Sub-Account Holder(s) and entered in their Sub-Account maintained with the Participant. Handling of Book-entry Securities for all other purposes should however require specific authority in writing from the undersigned Sub-Account I folder(s) in favour of the Participant. For handling of Book-entry Securities worth Rs. 500,0000- and above, the above mentioned specific authority shall be obtained on non-judicial stamp paper.

Signatures

Authorized Signatories of the Applicant

Participant

IMPORTANT

Please read and understand the Terms and Conditions before signing and executing this form

TERMS AND CONDITIONS

The Terms and Conditions set herein below shall govern the Sub-Account forming part of the Account Family of the CDS Participant Account of the Participant, which shall be binding on the Sub-Account Holder as well as the Participant:

1. Provisions of the Central Depositories Act, 1997 ("the Act") and the Central Depository Company of Pakistan Limited Regulations ("the Regulations") as amended from time to time and the CDC's Operating Manual/Operating Instructions developed and issued pursuant thereto from time to time and any other by-laws, directives of the Securities and Exchange Commission of Pakistan issued from time to time, shall govern the opening, maintenance and operations of the Sub-Account.
2. Each page of this form should be duly signed by the Applicant (and joint Applicants if any) and the Participant or any authorized person of the Participant.
3. The Participant shall ensure provision of copies of all the relevant laws, rules and regulations at his office for access to the Sub-Account Holder(s) during working hours.
4. The Participant shall provide a list of his authorized agents/traders and designated employees, who can deal with the Sub-Account Holder(s) from time to time. Any change(s) therein shall forthwith be intimated in writing to the Sub-Account Holder(s).
5. The Registration Details and such other information specified by the Applicant in this form for opening of the Sub-Account appear in the Sub-Account to be established by the Participant in the Central Depository System who shall ensure the correctness and completeness of the same. Any change therein notified by the Sub-Account Holder from time to time in writing to the Participant shall reflect in the Sub-Account of such Sub-Account Holder.
6. The Book-entry Securities owned by the Sub-Account Holder shall be exclusively entered in the Sub-Account of such Sub-Account Holder.
7. Transfer, Pledge and Withdrawal of Book-entry Securities entered in the Sub-Account of the Sub-Account Holder shall only be made from time to time in accordance with the authorization given by the Sub-Account Holder to the Participant in Part (G) above pursuant to Section 12 and 24 of the Act. Such authorization shall constitute the congregated / entire authorizations by the Sub-Account Holder(s) in favour of the Participant and supersedes and cancels all prior authorizations (oral, written or electronic) including any different, conflicting or additional terms which appear on any agreement or form the Sub-Account Holder(s) has executed in favour of the Participant.
8. Participant shall be liable to give due and timely effect to the instructions of the Sub-Account Holder given in terms of the above-referred authorization with respect to transfer, pledge and withdrawal of Book-entry Securities entered in his Sub-Account under the control of the Participant. Such instructions, among other matters, may include closing of Sub-Account.
9. Participant shall send within 10 days of end of each quarter Account Balance statement to the Sub-Account Holder without any fee or charge showing the number of every Book-entry Security entered in his Sub-Account as of the end of the preceding quarter. Such Account Balance statement shall be generated from the CDS. Further, the Sub-Account Holder may request for such statement (including Account Activity reports) from the Participant at any time on payment of a fee on cost basis as prescribed by the Participant. The Participant shall be liable to provide such report/statement to the Sub-Account Holder within 3 Business Days from the date of receipt of such request, with or without charges.
10. In consideration for the facilities and services provided to the Sub-Account Holder by the Participant, the Sub-Account Holder shall pay fees and charges to the Participant as applicable for availing such facilities and services under the Act, the Regulations and these Terms & Conditions. In case of outstanding payment against any underlying market purchase transaction, charges and/or losses against the Sub-Account Holder, the Participant shall have the right, subject to Clause 7 above and under prior intimation to the Sub-Account Holder to clear the payment, charges and/or losses (including any shortfall in margin requirements) within the reasonable time prescribed by the Participant, to dispose off the necessary number of Book-entry Securities of the Sub-Account Holder and apply the net proceeds thereof towards the adjustment of such outstanding payment, charges and/or losses, provided that the Participant shall report the disposal of such Securities to the relevant Stock Exchange as an off-market transaction where the Securities are transferred from the Sub-Account to the House Account of the Participant.
11. Participant shall have the right, subject to 20 Business Days prior written notice to the Sub-Account Holder to close the Sub-Account if it becomes dormant with no holding balances. No Sub-Account shall be treated as dormant unless there is no activity for continuous six months.
12. Where admission of Participant to the CDS is suspended or terminated by the CDC, the Sub-Account Holder shall have the right, subject to the Regulations and the Procedures made thereunder, to request CDC to change his Controlling Account Holder and Participant shall extend full cooperation to the Sub-Account Holder in every regard, without prejudice to his right of recovery of any dues or receivable from the Sub-Account Holder.
13. These Terms and Conditions shall be binding on the Participant's nominee, legal representative, successors in interest and/or permitted assigns.
14. In the event of any conflict between these Terms and Conditions and the terms and conditions contained in Trading Account Opening Form or any other forms/authorizations prescribed by the Participant or otherwise, the Terms and Conditions contained herein shall prevail, insofar as it is related to the custodial services to be provided by the Participant under the legal framework of CDC.
15. The provision of services as provided for hereunder shall not constitute Participant as trustee and the Participant shall have no trust or other obligation in respect of the Book-entry Securities except as agreed by the Participant separately in writing.
16. The Participant is not acting under this application form as Investment Manager or Investment Advisor to the Sub-Account Holder(s).
17. The Participant should ensure due protection to the Sub-Account Holder regarding rights to dividend, rights or bonus shares etc. in respect of transactions routed through him and not do anything which is likely to harm the interest of the Sub-Account Holder with/from whom it may have had transactions in securities.
18. Subject to Section 21 of the Act, Participant shall maintain complete confidentiality of any information or document that is in his knowledge or possession or control relating to the affairs of the Sub-Account Holder(s), and in particular, relating to their Sub-Account(s), and shall not give, divulge, reveal or otherwise disclose such information or document to any other person.
19. These Terms and Conditions shall be deemed to have been amended, altered and/or modified if rights and duties of the parties hereto are altered by virtue of change in law, rules, regulations etc. of SECP and/or articles, rules, regulations of the Stock Exchanges and/or the Act, CDC Regulations, CDC's Operating Manual/Operating Procedures and/or any circular, directive or direction issued therein, such changes shall be deemed to have been incorporated and modified the rights and duties of the parties hereto.
20. The Participant shall offer IVR/ Web/ SMS (CDS access) facility to the Sub-Account Holder as a mandatory requirement.
21. The Participant shall ensure that duly filled in and signed copy of this form along with the acknowledgement receipt is provided to the Sub-Account Holder.

Signatures

X

Authorized Signatories of the Applicant

Participant

We, the undersigned, hereby declare that:

- a) We are not in receivership, court-appointed managership or under winding-up or under any analogous form of administration;
- b) We are not applied to be adjudicated as an insolvent and that we have not suspended payment and that we have not compounded with our creditors; We are not an undischarged insolvent;
- c) None of our chief executive, directors or other officers have, at any time within 5 years before making this application, been convicted of an offence involving moral turpitude or a non-cognizable offence against any law in connection with our business, professional or commercial activities;
- e) We confirm having read and understood the above Terms and Conditions and we hereby unconditionally and irrevocably agree and undertake to be bound by and to comply with the above Terms and Conditions and any other terms and conditions which may be notified from time to time with the approval of the concerned authorities' modifying or substituting all or any of the above Terms and Conditions in connection with the opening, maintenance and operation of the Sub-Account;
- f) We being the Applicant, hereby further confirm that all the information contained in this form is true and correct to the best of our knowledge as on the date of making this application; and
- g) We further agree that any false/misleading information by us or suspension of any material fact will render our Sub-Account liable for termination and further action under the law.
- h) We hereby now apply for opening, maintaining, operation of Sub-Account forming part of the Account Family of CDS Participant Account of the Participant.

Signatures:

Authorized signatories of the Applicant

Participant

The main objective of providing information, reports and account maintenance services through the Interactive Voice Response System, Internet Web access and Short Messaging Service ("SMS") or any other value added service is to facilitate the Sub-Account Holders ("Users") with a more modern way to access their information. CDC makes no other warranty of the IVR, Internet Web access, SMS or any other value added services and Users hereby unconditionally agree that they shall make use of the interactive web access subject to all hazards and circumstances as exist with the use of the internet. CDC shall not be liable to any Users for providing and making available such services and for failure or delay in the provision of SMS to Users and all Users, who use the IVR, internet access, SMS or any other value added services, shall be deemed to have indemnified CDC, its directors, offices and employees for the time being in office and held them harmless from and against any losses, damages, costs and expenses incurred or suffered by them as a consequence of use of the IVR system, internet web access, SMS or any other value added services.

All Users hereby warrant and agree that their access of the internet /web by the use of a User-ID and login is an advanced electronic signature and upon issuance of such User-ID to the user, they hereby waive any right to raise any objection to the compliance of the User-ID and login with the criteria of an advance electronic signature.

All Users shall by signing this Form and by their conduct of accessing the IVR, internet/Web access, SMS or any other value added services agree to all the terms and conditions and terms of use as shall appear on the CDC website at www.cdaccess.com.pk which shall be deemed to have been read and agreed to by the Users before signing this form.

Authorized Signatories of the Applicant:					Date & Place:										
X															
For and on behalf of (In case if signed by the Attorney on behalf of the Applicant)															
We hereby agree to admit the Applicant as the Sub-Account Holder in terms of the above Terms and Conditions as amended from time to time and shall abide by the same in respect of opening, maintenance and operation of such Sub-Account.															
Name of Participant:					Date:										
Participant's Seal & Signature:															
Witnesses:															
1. Name :															
Signature:		CNIC No.							-						-
2. Name :															
Signature:		CNIC No.							-						-

Enclosures:

- 1) Certified copy of Board Resolution/Power of Attorney*
- 2) Attested copies of Computerized National Identity Cards/NICOP/Passports of the Authorized Signatories
- 3) Certified copies of Constitutive Documents of the Applicant (Memorandum & Articles of Association, Act/Charter/Statute/Bylaws/Rules & Regulations, Certificate of Incorporation, Certificate of commencement of business, Prospectus for Modaraba, relevant licences and registration issued by regulatory bodies etc.)*
- 4) Certified copy of NTN Certificate (if applicable)
- 5) Certified copy of list of NTN Directors/Pfustees (if applicable)*

* Where t/e AFRP/leant is anon-recsulerttor 1rcritn conepam °inuity dtdv constdarred cop.v olBoard Resolution: Pomre, olauor nes' aloe,t c ii ith Constituirc Documents and List of Directors: Iru.stees by the Consul General of Pakistan having jurisdiction over the Applicant should he .submitted.

H. FOR THE USE OF PARTICIPANT ONLY			
Particulars of Sub-Account Opening Form verified by :			
			Stamp:
Application:	<input type="checkbox"/>	Approved <input type="checkbox"/> Rejected	Signature: (Authorized signatory) Date:
Sub-Account no. issued:			
Account opened by:			
Saved by:		Posted by:	
Signature:	Date:	Signature:	Date:
Remarks: (if any)			

Acknowledgment RECEIPT	
Application No.	Date of receipt:
I/We hereby confirm and acknowledge the receipt of duly filled and signed Sub-Account Opening Form from the following Applicant:	
[Insert Name of Applicant(s)]	Participant's Seal & Signature:
1.	
2.	
3.	
4.	

AUTHORIZATION LETTER

I _____ S/o. _____
holder of CNIC No. _____ resident of _____

Hereby irrevocably and unconditionally authorized to **Dawood Equities Limited**, Corporate Member of Karachi Stock Exchange (Guarantee) Limited for handling of book entry securities worth Rs. 500000.00 And above on my behalf and also signed all relevant documents and forms in this respect.

To whatever stated above are true and correct to the best of my knowledge and belief.

Name : _____

Sub account : _____

Signature : _____ X

Date : _____

Know Your Customer (KYC)/Customer Due Diligence (CDD) Form



Please complete this form in BLOCK Letters

Section 1: Individual Client

This form is meant and adopted to obtain information/set of documents to establish the identity of the client, as required by applicable laws.

Date _____

Name (Mr / Mrs / Ms) _____

CNIC No. _____ DEL Account No. _____

Father/Husband's Name _____

Contact Details:

Res No. _____ Cell No. _____

E-mail _____

Permanent Address _____

City _____ Postal Code _____ Country _____

Nationality ☐ Pakistani ☐ Others (please specify) _____

Occupation ☐ Service ☐ Self Employment ☐ House Wife ☐ Others (please specify) _____

Source of Income ☐ Salary Wages ☐ Business ☐ Inheritance ☐ Savings/Investments ☐ Remittance

☐ Others (please specify) _____

Nature of Business _____ NTN (if applicable) _____

Client's Risk Profile ☐ High ☐ Moderate ☐ Low

Monthly Income ☐ Under Rs. 100,000 ☐ Under Rs. 500,000 ☐ Under Rs. 1,000,000 ☐ Over Rs. 1,000,000

Expected Investment ☐ Under Rs. 100,000 ☐ Under Rs. 500,000 ☐ Under Rs. 1,000,000 ☐ Over Rs. 1,000,000

Section 2: Institutional Client

Institution Category _____ DEL Account No. _____

Institution Name _____

Registered Address _____

City _____ Postal Code _____ Country _____

Registration No. _____ NTN _____

Details of Contact Person:

Name _____

Phone No. _____ E-mail _____

Designation _____ Fax _____

Parent Company Name _____

Ultimate Beneficiary _____

Section 3: Declaration

- a) Has any Financial Institution ever refused to open your account (For both Individual & Institutional Clients)? ☐ Yes ☐ No
- b) Do you hold a position in any political party/public office or hold a high profile position? ☐ Yes ☐ No
- c) Do you agree to submit source of wealth/funds to DEL on regular basis (only applicable to clients specified in b) above)? ☐ Yes ☐ No
- d) Do you have any business relationship or transactions indrom offshore Tax Haven countries (for both Individual & Institutional Clients)? ☐ Yes ☐ No
- e) Do you deal in high value items ie. Gold. Silver, Diamonds etc.? ☐ Yes ☐ No
- f) Are you opening an account with DEL on behalf of any other person (third party account with DEL can not be opened)? ☐ Yes ☐ No
- g) Do you belong to countries where Anti Money Laundering regulations are ignored? ☐ Yes ☐ No

I/We hereby declare that the above information is true and correct to the best of my/our knowledge and I/We shall immediately update Dawood Equities Limited if there is any change in such information. I/We authorize that DEL may verify any or all information provided in/with this KYC form.

X

Signature of Applicant

For Official Use Only

Channel Partners / Company _____

Branch _____

Agent Name _____

Address _____

Remarks _____

Signature _____



Individual

- 1 Copy of CNIC or passport or attested copy of B form in case of Minor
- 2 Detail of Business / Employment Proof
- 3 Zakat Exemption Certificate (If Applicable)
- 4 Guardian Certificate (If Applicable)

Partnership

- 1 Copy of CNIC/ Passport of all Partners
- 2 Copy of CNIC of authorized signatories
- 3 List of Authorized signatories along with power of attorney
- 4 Resolution authorizing investments
- 5 Copy of latest financials of partnership

Companies (Institutional and Corporate)

- 1 Copy of CNIC passport of all Directors
- 2 Audited Accounts of the Company
- 3 Memorandum and Article of Association
- 4 Board Resolution authorizing investments
- 5 Certificate of Incorporation/ Commencement of Business
- 6 List of Authorized Signatories along with copy of CNICs and power of attorney



Signature of Applicant

Channel Partners / Company

Branch

Agent Name

Address

Remarks

Signature