

## **Policy for Pre-funded Instrument Investment Acceptance**

As a part of our internal control policy we are strictly restricting Demand Drafts/Pay Orders/Banker's Cheques for the receipt of funds from the clients. This is to avoid 3<sup>rd</sup> party pay-in to client accounts. In any exceptional case of payment by D.D/Pay Order/Banker's Cheque, self declaration from the clients is not sufficient. Such funds from the clients through pre-funded instruments shall be accepted after the following conditions as per SEBI circular ref. no.: CIR/ MIRSD/03/2011 dated 9<sup>th</sup> June 2011 & NSE/INSP/2011/118) have been complied:

In case of acceptance of pre-funded instruments of Rs.50,000/- or more, per day per client, such as, Pay Order, Demand Draft, and Banker's Cheque etc shall be accompanied by Bank's Certification ..

The mode of certification shall be as follows:

- i.** Certificate from the issuing bank on its letterhead or on a plain paper with the seal of the issuing bank.
- ii.** Certified copy of the requisition slip (portion which is retained by the bank) to issue the instrument.
- iii.** Certified copy of the passbook/bank statement for the account debited to issue the instrument.
- iv.** Authentication of the bank account-number debited and name of the account holder by the issuing bank on the reverse of the instrument.