Trading and Demat account · KYC, UCC and depository records

Account Modification Request

Use this form to add or change your bank account, address, mobile number, e-mail ID, electronic contract note (ECN) consent or the demat account linked to your trading account. Please write in BLOCK LETTERS and tick the boxes that apply.

Date (DD/MM/YYYY)

Request ref. (office use)

To: PCJ Holdings Pvt. Ltd. · 803, Nirmal Tower, Barakhamba Road, Connaught Place, New Delhi – 110 001 · 011-4351 2500 · askus@pcjholdings.in
SEBI Regn. INZ000068536 · NSE 13096 · BSE 6356 · MCX 57170 · NSDL DP IN-DP-279-2016 · DP ID IN303913 · AMFI ARN-63632 · APMI APRN-07054

Dear Sir / Madam, I / We request you to make the following additions / modifications to my / our Trading and Demat account in your records.

A. ACCOUNT HOLDER DETAILS

Name of Sole / First Holder

Trading Code (UCC)

DP ID: I N 3 0 3 9 1 3

Client ID (BO ID)

PAN of Sole / First Holder

Name of Second Holder (joint account)

PAN of Second Holder

Name of Third Holder (joint account)

PAN of Third Holder

Changes requested (tick all that apply): ☐ Bank details ☐ Address ☐ Mobile number / e-mail ID ☐ ECN consent ☐ Linked demat account (pay-in / pay-out)

1. BANK ACCOUNT DETAILS

the account must be held in your own name (first holder for joint accounts)

☐ Add as an additional bank account ☐ Replace my existing default bank account ☐ Make this my default account for pay-outs

Bank name

Branch address

Bank account number

MICR code

IFSC

Account type: ☐ Savings ☐ Current ☐ NRE ☐ NRO ☐ Others

Pay-outs are made only to a bank account in your own name that is registered with us and with the Exchanges. We verify the account before it is activated.

2. ADDRESS DETAILS

address change is updated only against an officially valid document

Address to be changed: ☐ Correspondence address ☐ Permanent address ☐ Both

Existing address (as in our records)

Address line 1

Address line 2

City / Town

State

Country

PIN code

New address

Address line 1

Address line 2

City / Town

State

Country

PIN code

3. CONTACT DETAILS

verified by OTP before activation

	Existing (as in our records)	New
Mobile number		
E-mail ID		
Telephone (optional)		

Ownership of the new mobile number / e-mail ID. SEBI permits a mobile number or e-mail ID to be shared only within a family. Tick whose it is:

Mobile number belongs to: ☐ Self ☐ Spouse ☐ Dependent child ☐ Dependent parent

E-mail ID belongs to: ☐ Self ☐ Spouse ☐ Dependent child ☐ Dependent parent

4. ELECTRONIC CONTRACT NOTES AND STATEMENTS (ECN)

☐ Yes — I / We require ECN and electronic statements for my / our Trading and Demat account

I / We hereby give my / our consent and authorise you to send digital contract notes, bills, ledgers, transaction statements, monthly / quarterly demat statements of accounts, holding statements, bills or other reports, statements, related notices, circulars, amendments and such other correspondence, documents and records by whatever name called (hereafter referred to as "statement(s)") issued from time to time, at the e-mail ID given in section 3. I / We will inform you of any change in this e-mail ID in writing or through my / our secured login.

5. DEMAT ACCOUNT LINKED TO THE TRADING ACCOUNT

for pay-in and pay-out of securities

☐ Add a demat account ☐ Change the linked demat account

Depository: ☐ NSDL ☐ CDSL

Depository Participant (DP) name

DP ID

Client ID — NSDL (8 digits) or CDSL BO ID (16 digits)

Securities you buy are credited by the Clearing Corporation directly to the demat account mapped to your trading code. It must be in your own name, with the same holders.

6. UPDATE ACROSS RECORDS AND DECLARATION

☐ I / We authorise PCJ Holdings to update these changes with the KRA, the CKYC registry, the Exchanges (UCC) and NSDL.

Declaration: I / We hereby declare that the details furnished above are true and correct to the best of my / our knowledge and belief. In case any of the above is found to be false, untrue, misleading or misrepresenting, I am / we are aware that I / we may be held liable for it. I / We understand that the changes take effect only after verification and that a fee as per the Schedule of Charges may apply.

Sole / First Holder	Second Holder (joint account)	Third Holder (joint account)
Signature	Signature	Signature
Name	Name	Name

DOCUMENTS TO ENCLOSE

self-attested by every holder

Change	Any one of the following
Bank details	Cancelled cheque with your name printed on it; or a bank statement / passbook showing your name, account number and IFSC, not older than four months.
Address	An officially valid document showing the new address: passport, driving licence, proof of possession of Aadhaar (first 8 digits masked), voter ID card, NREGA job card signed by a State Government officer, or a letter from the National Population Register. Where the document does not show your current address, a utility bill not more than two months old (electricity, telephone, post-paid mobile, piped gas or water) may be given as a deemed document.
Mobile / e-mail	No document needed. We send a one-time password (OTP) to the new mobile number and e-mail ID to verify them.
Linked demat account	Client master list (CML) or a recent transaction / holding statement of the demat account.

Modification of client master: ₹50 per instance, as per our Schedule of Depository Charges. Keep the acknowledgement below for your records.

FOR OFFICE USE

Branch tag	Sub tag	Received by (name / code)
Documents verified by	KRA / CKYC updated on	UCC updated on (NSE / BSE / MCX)
NSDL updated on	OTP verification done on	Authorised signatory

Acknowledgement — to be returned to the client

ACKNOWLEDGEMENT RECEIPT

PCJ Holdings Pvt. Ltd. · DP ID IN303913

We acknowledge receipt of your request for modification of the following account, subject to verification.

Date	DP ID	Client ID	Trading Code (UCC)
	I N 3 0 3 9 1 3		

Request for: ☐ Bank details ☐ Address ☐ Mobile / e-mail ☐ ECN ☐ Linked demat account

Received by (name)	PCJ seal and signature

SEBI circular dated 24 December 2025 · effective 31 March 2026

Basic Services Demat Account (BSDA)

Option to open a new demat account as a BSDA, or to convert an existing regular demat account with us into a BSDA. Complete Part A or Part B, then the eligibility check and the declaration.

Date (DD/MM/YYYY)

To: PCJ Holdings Pvt. Ltd. · 803, Nirmal Tower, Barakhamba Road, Connaught Place, New Delhi – 110 001 · 011-4351 2500 · askus@pcjholdings.in
SEBI Regn. INZ000068536 · NSE 13096 · BSE 6356 · MCX 57170 · NSDL DP IN-DP-279-2016 · DP ID IN303913 · AMFI ARN-63632 · APMI APRN-07054

WHO IS ELIGIBLE

eligibility is re-assessed every quarter

- You are an individual and the account is held by you as sole or first holder.
- You have only one demat account as sole or first holder across all depositories, and this will be your only BSDA.
- The value of holdings in the account does not exceed **₹10 lakh** (debt and non-debt securities together). Zero Coupon Zero Principal bonds, suspended securities and delisted securities are excluded from this value, and illiquid securities are valued at their last closing price.

Value of holdings	Annual maintenance charge (BSDA)	Statements
Up to ₹4,00,000	NIL	Electronic statements free; physical statement not more than ₹25
Above ₹4,00,000 and up to ₹10,00,000	₹100 per annum + GST	Electronic statements free; physical statement not more than ₹25
Above ₹10,00,000	Account ceases to be a BSDA; regular AMC applies	As per the Schedule of Depository Charges

OPTION — TICK PART A (NEW ACCOUNT) OR PART B (EXISTING ACCOUNT)

☐ Part A — With reference to my / our application for opening a depository account, I / We request you to open my / our depository account as a BSDA.

☐ Part B — I / We request you to convert my / our existing depository account with you into a BSDA.

DP ID: I N 3 0 3 9 1 3

Client ID (existing account)

Trading Code (UCC), if any

ACCOUNT HOLDER DETAILS

Name — Sole / First Holder

PAN — Sole / First Holder

Name — Second Holder

PAN — Second Holder

Name — Third Holder

PAN — Third Holder

ELIGIBILITY CONFIRMATION (SOLE / FIRST HOLDER)

☐ I am an individual and hold this account as sole / first holder.

☐ I have no other demat account as sole / first holder with any depository participant (NSDL or CDSL).

☐ The value of holdings in this account does not exceed ₹10 lakh.

DECLARATION

as prescribed by SEBI

I / We have read and understood the Securities and Exchange Board of India's guidelines for facility for a BSDA. I / We hereby declare that I / we am / are eligible to open a depository account as a BSDA holder and undertake to comply with the requirements specified by Securities and Exchange Board of India (SEBI) or any such authority for such facility from time to time. I / We also understand that in case I / we at any point of time do not meet the eligibility as a BSDA holder, my / our aforesaid account is liable to be converted to regular account.

Signature — Sole / First Holder

Signature — Second Holder

Signature — Third Holder

Place

Date

If the account stops meeting the eligibility conditions, we will inform you and convert it to a regular account; regular annual maintenance charges then apply. If you are eligible but prefer a regular account, you must give us your active consent separately.

FOR OFFICE USE

Received by | Eligibility checked | BSDA flag set on | Verified by | Client informed on | Authorised signatory

SEBI circulars dated 04 April 2022 and 06 October 2022 · voluntary

Demat Debit and Pledge Instruction (DDPI)

A DDPI lets us move securities out of your demat account only for the purposes you sign for below. It is optional: you may instead settle using a Delivery Instruction Slip (DIS) or e-DIS.

Date (DD/MM/YYYY)

To: PCJ Holdings Pvt. Ltd. · 803, Nirmal Tower, Barakhamba Road, Connaught Place, New Delhi – 110 001 · 011-4351 2500 · askus@pcjholdings.in
SEBI Regn. INZ000068536 · NSE 13096 · BSE 6356 · MCX 57170 · NSDL DP IN-DP-279-2016 · DP ID IN303913 · AMFI ARN-63632 · APMI APRN-07054

PARTIES

First Holder — Mr. / Ms.

Second Holder

Third Holder

DP ID: I N 3 0 3 9 1 3

Client ID

Trading Code (UCC)

I / We agree to the terms and purpose of this DDPI document between the holder(s) named above — an individual / body of individuals / a sole proprietary concern / a partnership firm / a body corporate / trust, registered / incorporated under the provisions of the Indian Partnership Act, 1932 / the Companies Act, 2013, or any relevant Act, or unregistered in nature — and PCJ Holdings Pvt. Ltd., a company within the meaning of the Companies Act, 2013, with its registered office at 803, Nirmal Tower, Barakhamba Road, Connaught Place, New Delhi – 110 001, India.

Whereas I / We have established a business relationship with PCJ Holdings Pvt. Ltd. to avail services for trading, investing and other services offered by PCJ Holdings Pvt. Ltd., having DP ID IN303913 and the Client ID given above. This DDPI is in line with SEBI circular SEBI/HO/MIRSD/DoP/P/CIR/2022/44 dated 04 April 2022 and SEBI circular SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2022/137 dated 06 October 2022, as updated from time to time, and I / we agree to the purpose(s) against which I / we sign below.

PURPOSES

sign against each purpose you choose — leave the others blank

No.	Purpose	First Holder	Second Holder	Third Holder
1	I / We agree and permit PCJ Holdings Pvt. Ltd. to transfer any securities held in my / our beneficial owner account towards Exchange-related deliveries / settlement obligations arising out of trades executed by me / us on the Exchanges (any SEBI-recognised Exchange where PCJ Holdings Pvt. Ltd. is a member) through PCJ Holdings Pvt. Ltd.			
2	I / We agree and confirm to allow pledging / re-pledging of securities in favour of PCJ Holdings Pvt. Ltd. and the clearing member (CM) with whom PCJ Holdings Pvt. Ltd. is a member, for the purpose of meeting my / our margin requirements in connection with the trades executed by me / us on the Exchanges.			
3	I / We agree and confirm to allow PCJ Holdings Pvt. Ltd. to tender shares in open offers through Stock Exchange platforms.			
4	I / We agree and confirm to allow PCJ Holdings Pvt. Ltd. to execute Mutual Fund transactions on Stock Exchange order entry platforms (BSE StAR MF — member ID 62597; NSE Invest — NSE member ID 13096).			

Each purpose may be signed physically or e-signed. Where e-signed, you will be given the option to choose the specific purpose(s).

ANNEXURE B — OUR DEPOSITORY ACCOUNTS

the only accounts to which securities may be moved under this DDPI

Particulars	DP ID	Client ID	Used for
NSDL NSE POOL A/C.	IN303913	10004747	Settlement of trades executed on NSE
NSDL BSE POOL A/C.	IN303913	10004755	Settlement of trades executed on BSE
NSDL MCX POOL A/C.	IN303913	10008718	Settlement of trades executed on MCX
Margin Pledge / Re-Pledge	IN303913	10008429	Margin pledge / re-pledge (purpose 2)

WHAT THIS DDPI DOES NOT AUTHORISE

- It does not authorise any off-market transfer of your securities. Every off-market transfer needs a Delivery Instruction Slip signed by you, or an e-DIS with your OTP consent.
- It does not authorise the execution of any trade without your consent.
- It does not stop you from receiving a Delivery Instruction Slip booklet or from operating your own demat account.
- Securities moved under this DDPI can only go to the pool / clearing member accounts listed in Annexure B or to the Clearing Corporation — never to any other account.
- The Depository checks every pay-in instruction against your net delivery obligation received from the Clearing Corporation; an instruction that exceeds your obligation is rejected.

YOUR CHOICE AND YOUR RIGHT TO REVOKE

Executing a DDPI is voluntary. We will never compel you to execute a DDPI or a Power of Attorney, and we will not deny you any service if you choose not to. You may settle your obligations yourself through a physical DIS or e-DIS. You may revoke or cancel this DDPI at any time by written notice to us.

This DDPI is executed on stamp paper of the value prescribed under the applicable Stamp Act, or is adequately stamped by way of e-stamping.

Dated at (place)	Day	Month	Year
New Delhi			

Sole / First Holder	Second Holder (joint account)	Third Holder (joint account)
Signature	Signature	Signature
Name	Name	Name

ACCEPTED BY PCJ HOLDINGS PVT. LTD.

Name of authorised signatory	Designation	Date

Signature and seal

FOR OFFICE USE

DDPI ID / reference	Purposes registered	Stamp duty paid (₹)
Uploaded to NSDL on	**Verified by**	**Authorised signatory**

NSDL demat account · DP ID IN303913

Request for Delivery Instruction Slips

Use this form to ask for a new Delivery Instruction Slip (DIS) booklet, pledge or inter-depository slips, or loose slips, and to report a lost or misplaced booklet.

Date (DD/MM/YYYY)

To: PCJ Holdings Pvt. Ltd. · 803, Nirmal Tower, Barakhamba Road, Connaught Place, New Delhi – 110 001 · 011-4351 2500 · askus@pcjholdings.in
SEBI Regn. INZ000068536 · NSE 13096 · BSE 6356 · MCX 57170 · NSDL DP IN-DP-279-2016 · DP ID IN303913 · AMFI ARN-63632 · APMI APRN-07054

ACCOUNT DETAILS

DP ID: I N 3 0 3 9 1 3

Client ID

Trading Code (UCC), if any

Name — Sole / First Holder

PAN — Sole / First Holder

Name — Second Holder

PAN — Second Holder

Name — Third Holder

PAN — Third Holder

WHAT DO YOU NEED?

Type of slips	Number required	Remarks
Market / off-market Delivery Instruction Slip booklet		
Pledge / unpledge / invocation slips		
Inter-depository transfer slips		
Loose slip(s) — for an urgent transaction		

REASON FOR THE REQUEST

- ☐ First booklet / booklet exhausted
- ☐ Booklet misplaced / lost
- ☐ Request slip misplaced / lost
- ☐ Inter-depository booklet not issued
- ☐ Pledge slips not issued
- ☐ Transaction to be executed urgently
- ☐ Others (specify in Remarks above)

If a booklet is lost or misplaced — please block the unused slips

My / our DIS booklet has been lost / misplaced. Please block all unused slips in the series below.

Booklet number

Unused slips — from serial no.

to serial no.

DECLARATION AND SIGNATURES

all holders must sign

I / We request you to issue the slips above to me / us. I / We understand that once a new booklet is issued, the slips of the old booklet cannot be used, and that I / we must keep the booklet safely and never sign a blank slip.

Sole / First Holder	Second Holder (joint account)	Third Holder (joint account)
Signature	Signature	Signature
Name	Name	Name

Documents: self-attested identity proof of all holders. If a request slip is lost, please bring the old booklet for verification. **Charges:** ₹25 per booklet; the first booklet is free (Schedule of Depository Charges).

FOR OFFICE USE

Signature verified by	Approved by	New booklet no.	Slip series (from – to)	Issued in e-DPM on	Issued by (name / code)

Receipt — to be signed by the client on collection

Received the instruction booklet / slips numbered as above.

Name of person collecting

Signature

Date

NSE circular NSE/INSP/64718 dated 25 October 2024 · Exchange framework for inactive accounts

Reactivation of Inactive Trading Account

An account is flagged inactive when there has been no trading or other specified activity through us for 24 months. Use this form to ask us to reactivate it.

Date (DD/MM/YYYY)

To: PCJ Holdings Pvt. Ltd. · 803, Nirmal Tower, Barakhamba Road, Connaught Place, New Delhi – 110 001 · 011-4351 2500 · askus@pcjholdings.in
SEBI Regn. INZ000068536 · NSE 13096 · BSE 6356 · MCX 57170 · NSDL DP IN-DP-279-2016 · DP ID IN303913 · AMFI ARN-63632 · APMI APRN-07054

CLIENT DETAILS

Client name

Trading Code (UCC)

PAN

Branch / Authorised Person

Account active since

Account type: ☐ Individual ☐ Non-individual

Date of last trade / activity (DD/MM/YYYY)

Demat account (DP ID / Client ID)

SEGMENTS TO BE REACTIVATED

Exchange: ☐ NSE ☐ BSE ☐ MCX

Segment: ☐ Cash / Equity ☐ Equity Derivatives (F&O) ☐ Currency Derivatives ☐ Commodity Derivatives

I / We have not traded on the segments above since the date given. I / We now wish to resume trading and request you to reactivate my / our trading account.

CONFIRMATION OF YOUR DETAILS

tick one

☐ No change — my / our name, address, mobile number, e-mail ID, bank account and demat account are the same as in your records. My / our current details are given below.

☐ Changes — the following details have changed, and I / we enclose the Account Modification Request Form with documents:

☐ Name ☐ Address ☐ Mobile number ☐ E-mail ID ☐ Bank account ☐ Demat account ☐ Income / occupation

Address as in your records

Mobile number

E-mail ID

Mobile number belongs to: ☐ Self ☐ Spouse ☐ Dependent child ☐ Dependent parent

E-mail ID belongs to: ☐ Self ☐ Spouse ☐ Dependent child ☐ Dependent parent

ADDITIONAL INFORMATION RELATED TO THE TRADING / DEMAT ACCOUNT

Gross annual income: ☐ Below ₹1 lakh ☐ ₹1–5 lakh ☐ ₹5–10 lakh ☐ ₹10–25 lakh ☐ Above ₹25 lakh

or Net worth (₹)

Net worth as on (not older than 1 year)

Occupation: ☐ Private sector service ☐ Public sector service ☐ Government service ☐ Business ☐ Professional ☐ Agriculturist ☐ Retired ☐ Housewife ☐ Student ☐ Others

Occupation details / others (specify)

Individual — PEP status: ☐ Politically Exposed Person (PEP) ☐ Related to a PEP ☐ Not applicable

Non-individual — any authorised signatory / promoter / partner / karta / trustee / whole-time director is a:
☐ PEP ☐ Related to a PEP ☐ Not applicable

ELECTRONIC COMMUNICATION

Send all communication electronically: ☐ Yes ☐ No

I / We wish to receive all future communication — including contract notes, bills, statements of account and demat transaction / holding statements — at the e-mail ID given above.

WHAT HAPPENS NEXT

- **In-person verification:** we will complete an in-person or video in-person verification (IPV / VIPV) before reactivation.
- **KYC check:** your KYC status with the KRA must be "Validated" or "Registered". Where any detail has changed, we will update our records, the UCC and the KRA from the documents you give us.
- **Reactivation:** once these checks are complete, we reactivate your account with the Exchanges and inform you by SMS and e-mail. A fresh 24-month period starts from reactivation.
- We will never ask you to trade only to keep your account active.

DECLARATION

I / We confirm that I / we completed all KYC formalities and submitted the required documents when opening the account. I / We declare that the information given above is true and correct to the best of my / our knowledge, and I / we will inform you immediately of any change.

Place

Date

Signature	Signature	Signature
Client / Sole / First Holder	**Second Holder (joint account)**	**Third Holder (joint account)**
Name	Name	Name

For a non-individual client, the authorised signatory(ies) sign as per the board resolution / mandate, with the entity seal where the mandate requires it.

FOR OFFICE USE — IPV / VIPV AND REACTIVATION

IPV / VIPV done by (name)	Employee / AP code	Mode (in person / video)
Date and place of IPV	KRA status checked	Records updated on
Reactivated on — NSE	Reactivated on — BSE	Reactivated on — MCX
Client informed on	Approved by	Authorised signatory

Periodic update of financial information · Rights and Obligations, clause 8

Update of Income and Net Worth

Please update your financial details with us at least once a year and whenever they change. Proof of income is needed to trade in the derivatives segments.

Date (DD/MM/YYYY)

To: PCJ Holdings Pvt. Ltd. · 803, Nirmal Tower, Barakhamba Road, Connaught Place, New Delhi – 110 001 · 011-4351 2500 · askus@pcjholdings.in
SEBI Regn. INZ000068536 · NSE 13096 · BSE 6356 · MCX 57170 · NSDL DP IN-DP-279-2016 · DP ID IN303913 · AMFI ARN-63632 · APMI APRN-07054

CLIENT DETAILS

Client name

Trading Code (UCC)

PAN

Client ID (BO ID)

For the financial year

Account type: ☐ Individual ☐ Non-individual

DECLARATION OF INCOME / NET WORTH

This is to certify that my / our income / net worth for the financial year stated above is as given below.

Gross annual income: ☐ Below ₹1 lakh ☐ ₹1–5 lakh ☐ ₹5–10 lakh ☐ ₹10–25 lakh ☐ Above ₹25 lakh

Net income (₹)

Net worth (₹)

Net worth as on (not older than 1 year)

Occupation: ☐ Private sector service ☐ Public sector service ☐ Government service ☐ Business ☐ Professional ☐ Agriculturist ☐ Retired ☐ Housewife ☐ Student ☐ Others

Occupation details / others (specify)

Individual — PEP status: ☐ Politically Exposed Person (PEP) ☐ Related to a PEP ☐ Not applicable

Non-individual — any authorised signatory / promoter / partner / karta / trustee / whole-time director is a:
☐ PEP ☐ Related to a PEP ☐ Not applicable

PROOF ENCLOSED

required for the derivatives segments — any one

☐ Copy of ITR acknowledgement
☐ Salary slip
☐ Net worth certificate
☐ Demat account holding statement
☐ Self-declaration with supporting documents
☐ Copy of annual accounts
☐ Copy of Form 16
☐ Bank account statement — last 6 months
☐ Other document substantiating ownership of assets

DECLARATION

I / We declare that the information given above is true and correct to the best of my / our knowledge, and I / we authorise PCJ Holdings Pvt. Ltd. to update it with the KRA, the Exchanges (UCC) and NSDL.

Place

Date

Client / Sole / First Holder	Second Holder (joint account)	Third Holder (joint account)
Signature	Signature	Signature
Name	Name	Name

FOR OFFICE USE

Received by

Proof verified by

Updated in back office on

KRA updated on

UCC updated on

Authorised signatory