



A Fauji Foundation Group Company

A/c. I.D: \_\_\_\_\_

UKN #: \_\_\_\_\_

CDC Sub A/c #: \_\_\_\_\_

## CUSTOMER RELATIONSHIP FORM (FOR INDIVIDUALS)



## **Instruction to fill the Account Opening Form- Individuals**

- Account holder name / Joint Account holder name / Nominee name should be the same as it is on the CNIC (Computerized National Identity Card).
- Mailing / Permanent address should be clearly provided in the space wherever asked to fill in the form and **should be exactly match with CNIC.**
- Mobile number and the email address should be clearly provided in the space wherever asked to fill in the form.
- **Mobile number and the email address should be registered in the name of** Principal Account Holder/ Joint Account, in special circumstances upon receipt of duly signed written authorization, on the prescribed format, from both the local domestic Customer and the person whose mobile number is to be provided, use the mobile number of close family member.
- **Biometric Verification** shall be required of Principal Account Holder/ Joint Account Holder (based or residing in Pakistan)
- **Complete** KYC Application Form shall be required for each account holder separately
- Signatures of Principal Account Holder/ Joint Account Holder should be required.
- Signatures of 2 male witnesses are required with copy of CNIC.
- Zakat status must be marked either **“PAYABLE”** or **“NON-PAYABLE”**. In case, it is marked **“NON-PAYABLE”**, than duly Notarized Zakat Declaration Certificate (**CZ-50**) is required.
- Resident status must be marked as **Resident Pakistani** or **Non Resident Pakistani (NR)**.
- Information pertaining to **Dividend Mandate** must be mandatorily filled in. IBAN no. must be mentioned so that dividend can directly be credited in principal account holder’s bank account. In case of IBAN shall not be verified by **National Clearing Company of Pakistan Limited (NCCPL)**, than copy of cheque or any relevant document shall be required for IBAN verification.
- **Nominee / Successor** can only be the blood relative / spouse of the principal account holder.
- **All Corrections must be signed by Main Applicant / Joint Applicant, as applicable.**
- **Correction fluid / Blanco must not be used on any page of the Account Opening form otherwise, the page shall not be considered as valid.**
- Crossed Rupee Amount cheque in favor of “Foundation Securities Pvt Ltd”
- **The Foundation Securities shall not process any account opening request which is incomplete, or in which the information provided is incorrect or cannot be verified or if conflicting and contradictory information is provided or if complete or accurate supporting documents are not provided to it.**

**FOR INDIVIDUAL INVESTORS:**

S.No	Customer Type	KYC Supporting Documents for Source of Income / Funds	
1.	<b>Salaried Person</b>	<ul style="list-style-type: none"> <li>▪ Copy of valid CNIC/NICOP issued by NADRA.</li> <li>▪ Passport; having valid visa on it or another proof of legal stay along with passport (foreign national individuals only).</li> <li>▪ Latest stamped salary slip, or</li> <li>▪ Employer's letter (showing remuneration package).</li> <li>▪ If you are an income tax filer, Income Tax Return with Wealth Statement supporting the investment amount.</li> </ul>	
2.	<b>Retired Person</b>	<ul style="list-style-type: none"> <li>▪ Photocopy of identity document as per Sr. No. 1.</li> <li>▪ Last pay slip/Pension or Settlement letter (Proceeds received should justify the investment amount).</li> <li>▪ If you are an income tax filer, Income Tax Return with Wealth Statement supporting the investment amount.</li> </ul>	
3.	<b>Business Person (Self Employed)</b>	<ul style="list-style-type: none"> <li>▪ Photocopy of identity document as per Sr. No. 1</li> <li>▪ Declaration on Business Letter head (showing average/commutative monthly income) along with account opening requisition.</li> <li>▪ If you are an income tax filer, Income Tax Return with Wealth Statement supporting the investment amount.</li> <li>▪ Documents (such as contracts, assignments, written receipts, tax deduction certificates etc.) justifying receipt of funds which have been invested or intended to be invested in stocks and also give a brief on last quarter's turn over details specifying source of payments received along with payment receipts / invoices, and in case payments are received in your bank(s) annex the bank statement(s)</li> <li>▪ Copy of registration certificate for registered concerns, if any</li> <li>▪ Copy of certificate or proof of membership of trade bodies etc., where applicable.</li> <li>▪ NTN Certificate, if applicable.</li> </ul>	
4.	<b>Housewife / Student</b>	<ul style="list-style-type: none"> <li>▪ Photocopy of identity document of account holder and financial supporter as per Sr. No. 1</li> <li>▪ Student Card</li> <li>▪ Financial supporter's declaration letter (<i>As per prescribed format</i>)</li> <li>▪ Source of Income / Fund documents for financial supporter.</li> <li>▪ Financial supporter's Tax Return with Wealth Statement supporting the investment amount in case of income tax filer.</li> </ul>	
5.	<b>Addition documents to support your investment</b>	<p><b>Liquidation of Another Investment</b></p> <ul style="list-style-type: none"> <li>▪ Evidence of liquidation.</li> <li>▪ Bank statement showing credit of encashment proceeds</li> </ul>	<p><b>Inheritance</b></p> <ul style="list-style-type: none"> <li>▪ Succession Certificate, Or</li> <li>▪ Heirship Certificate, Or</li> <li>▪ Any other legal document providing the inheritance.</li> </ul>
		<p><b>Disposal of Assets</b></p> <ul style="list-style-type: none"> <li>▪ Sale Deed/Agreement</li> <li>▪ Any document proving the sale transaction.</li> <li>▪ Bank statement showing credit of sale transaction</li> </ul>	<p><b>Gifts</b></p> <ul style="list-style-type: none"> <li>▪ Gift Deed</li> <li>▪ Any document proving/justifying the income of transferor</li> <li>▪ Bank statement showing credit of gift proceed</li> </ul>
		<p><b>Interest/dividends</b></p> <ul style="list-style-type: none"> <li>▪ Statement showing interest received and period covered.</li> <li>▪ Dividend statement from bond holder or stock company</li> </ul>	

6.	<b>Land Lord</b>	<p><b>Agriculture Income</b></p> <ul style="list-style-type: none"> <li>▪ Documents of title and other relevant documents in respect of presently held landed property.</li> <li>▪ Any other document through which his/her ownership in property can be determined.</li> <li>▪ If you are an income tax filer, Income Tax Return with Wealth Statement supporting the investment amount.</li> <li>▪ Documents such as lease deed (if the land is leased to someone else), produce sale contract (if such is available) and/or any other nature of contract or document including cash or crossed cheques received, written receipts etc. explaining source of funds, and in case payments are received in your bank(s) annex the relevant bank statement(s)</li> </ul> <p><b>Rental Income</b></p> <ul style="list-style-type: none"> <li>▪ Documents of title and other relevant documents in respect of property given on rent.</li> <li>▪ Rental Agreement.</li> <li>▪ Last 06 months bank statement showing receipts of rent if such is received in bank or else rent receipts or any other document showing receipt of rent including copies of cash or crossed cheques if rent is paid through such modes.</li> <li>▪ If you are an income tax filer, Income Tax Return with Wealth Statement supporting the investment amount.</li> </ul>
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**Note:**

**Where the Customer is a non-resident or a foreign individual, in addition to the above documents, CNIC/NICOP or Passport duly attested by either notary public or Embassy of Pakistan situated in country where customer resides would be required. The foreign / non-resident customer shall also be required to provide bank statement (showing credit entries of the funds that he/she intends to invest through the company).**

**Proof of mailing/permanent address shall be required (In case the address provided is same as in CNIC, no additional document is mandatory. In other cases, any of the documents shall be provided i.e. Utility bills, rental agreement, bank statement, NTN certificate and mobile bill.**

**List of documents mentioned above is not exhaustive, the company reserves the right to waive off any document or ask for all documents simultaneously and may also ask for additional documents if it is not satisfied with the provided documents.**

**Note:**

- 1: Each and every column must be filled in Block Letters.
- 2: Columns which are not applicable should be marked "NA" and also initiated.

***Note: Do not pay cash in excess of Rs. 25000/- & all payment instruments must be made in favour of Foundation Securities (Pvt.) Limited only.  
Third party Payment to and from Foundation Securities Limited are not allowed***



# Foundation Securities (Private) Limited

Ground Floor, Bahria Complex II,  
MT Khan Road, Karachi

KNOW YOUR CUSTOMER (KYC) APPLICATION FORM  
INDIVIDUAL

(Please use BLOCK LETTERS to fill the form)

A. IDENTITY DETAILS OF APPLICANT			
1. Full name of Applicant (As per CNIC/SNIC/NICOP/ARC/POC/Passport) Mr. / Mrs. / Ms. <b>APPLICANT'S NAME</b>			
2. Father's / Husband's Name: <b>APPLICANT'S FATHER NAME</b>			
3. a. Nationality: <b>IN BLOCK LETTERS</b>	b. Marital status: <input type="checkbox"/> Single <input type="checkbox"/> Married	c. Status: <input type="checkbox"/> Resident <input type="checkbox"/> Non-Resident	
4. a. CNIC/ SNIC/NICOP/ARC/POC No:	<b>12345-6789012-3</b>		
b. Expiry date:	<b>DD-MM-YY</b>		
5. Passport details: <i>(For a foreigner or a non-resident Pakistani)</i>	Passport Number:	<b>IF AVAILABLE</b>	Place of Issue: <b>IF AVAILABLE</b>
	Date of Issue:	<b>IF AVAILABLE</b>	Date of Expiry: <b>IF AVAILABLE</b>
6. Date of Birth	<b>DD-MM-YY</b>		
B. ADDRESS DETAILS OF APPLICANT			
1.(a)Mailing Address: <i>(Address should be different from authorized intermediary business address except for employees of authorized intermediary)</i> <b>AS PER CNIC, UTILITY BILL, RENT AGREEMENT, SALE DEED, OR ANY OTHER DOCUMENT</b>			
	City/Town/Village: <b>IN BLOCK</b>	Province/State: <b>IN BLOCK</b>	Country: <b>IN BLOCK</b>
(b) Tel. (Off.): <b>IF AVAILABLE</b>	(c) Tel. (Res.): <b>IF AVAILABLE</b>	(d) Fax*:	
(e) Mobile*: <b>REGISTERED NUMBER</b>	(f) Email*: <b>EMAIL ADDRESS</b>		
Specify the proof of address submitted for mailing address: <b>CNIC, UTILITY BILL, RENT AGREEMENT, BANK STATEMENT</b>			
2. (a)Permanent Address: <i>(mandatory for all applicants- fill out if different from mailing address)</i> <b>AS PER CNIC, UTILITY BILL, RENT AGREEMENT, SALE DEED, OR ANY OTHER DOCUMENT</b>			
	City/Town/Village: <b>IN BLOCK</b>	Province/State: <b>IN BLOCK</b>	Country: <b>IN BLOCK</b>
(b) Tel. (Off.): <b>IF AVAILABLE</b>	(c) Tel. (Res.): <b>IF AVAILABLE</b>	(d) Fax*:	
(e) Mobile*: <b>APPLICANT'S REGISTERED NUMBER</b>	(f) Email*: <b>APPLICANT'S EMAIL ADDRESS</b>		
Specify the proof of address submitted for permanent address: <b>CNIC, UTILITY BILL, RENT AGREEMENT, BANK STATEMENT</b>			
C. OTHER DETAILS			
1. Gross Annual Income Details (please specify): <input type="checkbox"/> up to Rs. 100,000 <input type="checkbox"/> Rs. 250,001 - Rs. 500,000 <input type="checkbox"/> Rs. 1,000,001 - Rs. 2,500,000 <b>TICK IN BOX</b> <input type="checkbox"/> Rs. 100,001 - Rs. 250,000 <input type="checkbox"/> Rs. 500,001 - Rs. 1,000,000 <input type="checkbox"/> Above Rs 2,500,000			
2. Source of Income: <b>SALARY/ BUSINESS</b>			
3. Shareholder's/ Unit Holder's Category: <b>INDIVIDUAL</b> <b>TICK SERVICE IF SALARIED PERSON</b>			
4. (a) Occupation: <i>[Please tick (✓) the appropriate box]</i>	<input type="checkbox"/> Agriculturist	<input type="checkbox"/> Business	<input type="checkbox"/> Housewife
	<input type="checkbox"/> Retired Person	<input type="checkbox"/> Student	<input type="checkbox"/> Business Executive
	<input type="checkbox"/> Professional	<input type="checkbox"/> Service	<input type="checkbox"/> Govt. /Public Sector
	<input type="checkbox"/> Household	<input type="checkbox"/> Industrialist	<input type="checkbox"/> Others (Specify)
(b) Name of Employer / Business: <i>(Include symbol if employer listed company)</i>	<b>IN BLOCK LETTERS</b>		(c) Job Title / Designation: <b>IN BLOCK</b>
(e) Address of Employer / Business:	<b>IN BLOCK LETTERS</b>		
(d) Department:	<b>IN BLOCK LETTERS</b>		
D. BANK DETAILS***			
Bank Name:	<b>IN BLOCK LETTERS</b>		IBAN No.: <b>MUST PROVIDE</b>
E. DECLARATION			
I hereby confirm that all the information furnished above is true and correct to the best of my knowledge and belief and I undertake to inform you of any changes therein, immediately. In case any of the above information is found to be untrue or false or misleading or misrepresenting, I am aware that I may be held liable for it.			
<b>APPLICANT'S SIGN</b>			
Signature of the Applicant	Date: _____ (dd/mm/yyyy)	Signature of the Applicant as per CNIC/SNIC/NICOP/ARC/POC/Passport No <i>(Only applicable if Applicant signature is different)</i>	
FOR OFFICE USE ONLY			
_____	_____	_____	
Authorized Signatory	Date	Seal/Stamp of the Authorized Intermediary	

\* Optional

\*\* For NICOP/ARC/POC/Passport, Email is mandatory and Mobile Number is Optional. Whereas for CNIC/SNIC, Mobile Number is Mandatory and Email is Optional. In case of SNIC where country of stay is not Pakistan, email will be mandatory.

\*\*\* IBAN shall be mandatory for all Customers subject to any exception available under applicable laws, rules, regulations etc.

### Terms & Conditions of the KYC Application Form

1. All terms herein shall, unless expressly stated otherwise, have the same meaning as ascribed to them in the Centralized KYC Organization Regulations.
2. The information provided in KYC application form and/or CRF shall be in addition to and not in derogation of the requirements prescribed under Anti-Terrorism Regulations, 2018.
3. All correspondence shall be sent by CKO at the mailing address and/or email address of the Customer, as stated on the KYC Application Form.
4. Neither the CKO nor its directors, officers, employees or agents shall be liable for losses, damages, liabilities, costs or expenses suffered or incurred by the Customer as a result of providing its KYC Information to Authorized Intermediaries or the CKO due to any reasons whatsoever including its unauthorized disclosure.
5. The Customer undertakes to indemnify the CKO against any losses, damages, liabilities, costs or expenses suffered or incurred by CKO, including any legal costs and claims by third parties, as a result of any inaccuracy, misrepresentation, misstatement or incorrect details in the information supplied by the Customer or any omission in such information or any other contravention or violation of the Centralized KYC Organization Regulations.
6. The Customer agrees that in the event that it does not abide by the timelines prescribed in the Centralized KYC Organization Regulations for submission of information and confirmation to the CKO, the CKO shall be authorized to take action as prescribed in the Centralized KYC Organization Regulations. The Customer undertakes that it shall hold CKO harmless and that CKO shall not be liable for any losses, damages, liabilities, costs or expenses suffered or incurred by the Customer as a result of such actions.
7. The Customer agrees that CKO may hold, store and process its KYC Information on the KYC Information System and KYC Database in connection with its KYC functions under the Centralized KYC Organization Regulations. The Customer also agrees that CKO may disclose its KYC Information as permitted under the CKO Regulations and such other disclosures as may be reasonably necessary for compliance with any other laws or regulatory requirements.

The Customer acknowledges that KYC Information System and KYC Database, including but not limited to all the information contained therein is the legal property of CKO.

9. The Authorized Intermediaries agree to pay CKO the fees and charges as prescribed by CKO from time to time in respect of its KYC functions.
10. CKO has absolute discretion to amend or supplement any of the terms and conditions at any time and will endeavor to give prior notice of fifteen days wherever feasible for such changes.
11. The Customer agrees and affirms that it shall be bound by and acts in accordance with the provisions of the Centralized KYC Organization Regulations.
12. These terms and conditions shall be governed by the laws of Pakistan.

Main/Joint Applicant

Participant/TREC Holder

**APPLICANT'S SIGN**

# ADDENDUM OF KNOW YOUR CUSTOMER (KYC) APPLICATION FORM

## DETAILS OF APPLICANT

*(All Joint Holders must fill out and submit Addendum of KYC form separately)*

Full name of Applicant : **APPLICANT'S NAME**

Qualification     Metric / O level     Inter / A level     Bachelors     Masters & above    **TICK IN BOX**

Residence is     Owned     Rented     Mortgaged     Parents     Company Provided    **TICK IN BOX**

Type of accommodation: **TICK IN BOX**

House     Apartment     Portion

Number of dependents: **IN NUMERIC**

Occupation Period: Tenure of current business / employment **MENTION HERE**

Total period of business /employment **MENTION HERE**

Nature of Business (*Own or employment*): **MENTION HERE**

Business geographies (*If applicable*):     Sindh     Punjab     KPK     Baluchistan     All of these     Not Applicable

Other (*If any*) **TICK IN THE GIVEN BOX**

Type of counter-parties (*If applicable*):  Individual     Private Organization     Government Organization     NGO/Trust

Not Applicable     Other (*If any*)

Expected Monthly Turnover:

Deposits	Total Amount (PKR) Per Month ( <i>In millions</i> )				No. of Deposits Per month		
	<input type="checkbox"/> Up to 0.5	<input type="checkbox"/> Up to 1	<input type="checkbox"/> Up to 1.5	<input type="checkbox"/> Up to 2	<input type="checkbox"/> Up to 05	<input type="checkbox"/> Up to 15	<input type="checkbox"/> More than 15
	<input type="checkbox"/> Up to 5	<input type="checkbox"/> Up to 10	<input type="checkbox"/> Up to 100	<input type="checkbox"/> More than 100			

Trading Transactions	Total Amount (PKR) Per Month ( <i>In millions</i> )				No. of Transactions Per month		
	<input type="checkbox"/> Up to 10	<input type="checkbox"/> Up to 100	<input type="checkbox"/> Up to 250	<input type="checkbox"/> More than 250	<input type="checkbox"/> Up to 500	<input type="checkbox"/> Up to 1000	<input type="checkbox"/> More than 1000

Expected Modes of Transactions:    Online     Offline     Both     **TICK IN BOTH**

Other source of income/fund  Yes then provide details: \_\_\_\_\_  No

Average % of expenditure from monthly income     25%     50%     75%     100%    **TICK IN BOX**

Income tax filer     Yes     No    (*If Yes, Please fill following details*)    **TICK IN BOX AND FILL DETAILS**

Tax Year \_\_\_\_\_ Net Assets as per tax return (*In figures*) \_\_\_\_\_

Liquid Assets (*Similar to cash*) as per tax return *i.e.* Cash/Bank Account Balance/Bond/Certificate/Share/Stock/ Gold/Bond etc.

(*In figures*) \_\_\_\_\_





**Foundation Securities (Private) Limited**  
 Ground Floor, Bahria Complex II,  
 MT Khan Road, Karachi

For official use of the Participant/TRE Certificate Holder only	
Application Form No.	
TRE Certificate No.	
Securities Broker Registration No.	
CDS Participant ID	
Sub-Account No.	
Trading Account No. (Back-office ID) (if applicable)	
Investor Account No.	

**CUSTOMER RELATIONSHIP FORM  
 FOR INDIVIDUALS**

(Please Also Fill KYC APPLICATION FORM for Main and Joint Applicants)

Nature of Account	Single	Joint
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(Please use BLOCK LETTERS to fill the form)

I/We hereby apply for opening of my/our following account [please tick (✓) only one relevant box] with Foundation Securities (Private) Limited

- Trading & Sub-Account [Opening of Account with Securities Broker for trading, custody and settlement]
- Investor Account with CDC
- Sub-Account with Participant
- Trading Account [Opening of Account with a Securities Broker for trading purpose only]

Note: In case applicant chooses option # 4 above, then he/she shall choose any of the following:

- Subscribe to Direct Settlement Services (DSS) with CDC
- Subscribe to National Custodial Services (NCS) with NCCPL
- Others (please specify e.g. CCM/ NBCM) \_\_\_\_\_

**A. REGISTRATION (AND OTHER) DETAILS OF MAIN APPLICANT (The information should be same as provided in the KYC Application Form)**

1. Full name of Applicant (As per CNIC/SNIC/NICOP/ARC/POC/Passport) MR. / MRS. / MS.													UKN No.		
APPLICANT'S NAME															
2. CNIC <input type="checkbox"/> SNIC <input type="checkbox"/> NICOP <input type="checkbox"/> ARC <input type="checkbox"/>	1	2	3	4	5	-	6	7	8	9	0	1	2	-	3
POC <input type="checkbox"/> Passport <input type="checkbox"/> No:	[Please tick (✓) appropriate box]														
3. Details of Contact Person: [Note: Contact Person shall not be the person other than the Main Applicant, any one of the Joint Applicants or their Attorney. However, Attorney shall not be a Participant/TRE Certificate Holder or its Director or Representative. Where Contact Person is the Main Applicant or any of the Joint Applicants, please tick (✓) the appropriate box (a) below and use the contact details of such Contact Person as provided in the KYC Application Form for CDS. Where Contact Person is an Attorney, please provide details in (a) to (i) below]															
(a) Contact Person: Main Applicant <input type="checkbox"/> Joint Applicant No. 1 <input type="checkbox"/> Joint Applicant No. 2 <input type="checkbox"/> Joint Applicant No. 3 <input type="checkbox"/> Attorney <input type="checkbox"/>															
(b) Attorney Name: MR. / MRS. / MS.															
(c) Mailing Address: AS PER CNIC, UTILITY BILL, RENT AGREEMENT, SALE DEED, OR ANY OTHER DOCUMENT															
(d) CNIC <input type="checkbox"/> SNIC <input type="checkbox"/> NICOP <input type="checkbox"/> ARC <input type="checkbox"/>															
POC <input type="checkbox"/> No:	[Please tick (✓) appropriate box]														
(e) Expiry date of CNIC//SNIC/NICOP/ARC/POC:	D	D	/	M	M	/	Y	Y	Y	Y	DD-MM-YY				
(f) Passport details: (For a foreigner)	Passport Number:					Place of Issue:									
	Date of Issue:					Date of Expiry:									
(g) Contact No: APPLICANT'S REGISTERED NUMBER	(h) Fax: (optional)					(i) Email: (*) APPLICANT'S EMAIL ADDRESS									
<ul style="list-style-type: none"> <li>• Land Line No.: (optional)</li> <li>• Local Mobile No. (*)</li> </ul>															

\*Where the Contact Person is resident, local mobile number shall be provided for the purpose of subscription to SMS as a mandatory requirement. Where the Contact Person is a non-resident, email address shall be provided for eAlert/eStatement from CDC as a mandatory requirement. In case the Contact Person is an Attorney, the Attorney shall receive such services. This information will also be used where any other service is subscribed under the CDC access.

4. Permanent Address: [The address should be of the Main Applicant]	Please use the details as provide in the KYC Application Form and enter the same in the CDS AS PER CNIC, UTILITY BILL, RENT AGREEMENT, SALE DEED, OR ANY OTHER DOCUMENT
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**B. REGISTRATION (AND OTHER) DETAILS OF THE JOINT APPLICANT(S) (The information should be same as provided in the KYC Application Form. Complete details of Joint Holders shall be fetched from the Central Portal / KIS)**

JOINT APPLICANT NO. 1															
1. Full name of Applicant (As per CNIC/SNIC/NICOP/ARC/POC/Passport) MR. / MRS. / MS.													UKN No.		
2. CNIC <input type="checkbox"/> SNIC <input type="checkbox"/> NICOP <input type="checkbox"/> ARC <input type="checkbox"/>															
POC <input type="checkbox"/> Passport <input type="checkbox"/> No:	[Please tick (✓) appropriate box]														
JOINT APPLICANT NO. 2															
1. Full name of Applicant (As per CNIC/SNIC/NICOP/ARC/POC/Passport) MR. / MRS. / MS.													UKN No.		
2. CNIC <input type="checkbox"/> SNIC <input type="checkbox"/> NICOP <input type="checkbox"/> ARC <input type="checkbox"/>															
POC <input type="checkbox"/> Passport <input type="checkbox"/> No:	[Please tick (✓) appropriate box]														
JOINT APPLICANT NO. 3															
1. Full name of Applicant (As per CNIC/SNIC/NICOP/ARC/POC/Passport) MR. / MRS. / MS.													UKN No.		

2. CNIC  SNIC  NICOP  ARC   
 POC  Passport  No: \_\_\_\_\_  
 [Please tick (✓) appropriate box]

**C. OTHER ACCOUNT LEVEL INFORMATION**

1. **Bank Details:** The bank account information of the Main Applicant as provided in the KYC Application Form shall be used.  
**BANK NAME AND IBAN NUMBER**

2. **Residential Status:** The Resident Status of the Main Applicant as provided in the KYC Application Form shall be used.  
**RESIDENT PAKISTAN (IF LIVING IN PAKISTAN)**

3. Basis of Remittance [Please tick (✓) the appropriate boxes]		Repatriable	Non-Repatriable
Non-resident Pakistani	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Foreigner/ Pakistani Origin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. **Zakat Status:** **TICK IN BOX**

[If, according to the Fiqh of the Applicant(s), Zakat is not deductible, then relevant Declaration on prescribed format shall be submitted by all the Applicant(s) with the concerned Participant/TREC Holder/Investor Accountholder]. Non-Muslims shall submit an affidavit.

Please tick (✓) the appropriate box	
<input type="checkbox"/>	Muslim Zakat deductible
<input type="checkbox"/>	Muslim Zakat non-deductible
<input type="checkbox"/>	Not Applicable

5. **Particulars of nominee (Optional but if desired, nomination should only be made in case of sole individual and not joint account)**  
 [Nomination may be made in terms of requirements of Section 79 of the Companies Act, 2017, which inter alia requires that person nominated as aforesaid shall not be a person other than the following relatives of the Investor Accountholder/Sub-Account Holder, namely: a spouse, father, mother, brother, sister and son or daughter.]

(a) Name of Nominee: **AS PER CNIC**

(b) Relationship with Main Applicant: [Please tick (✓) appropriate box]

<input type="checkbox"/>	Spouse	<input type="checkbox"/>	Father	<input type="checkbox"/>	Mother
<input type="checkbox"/>	Brother	<input type="checkbox"/>	Sister	<input type="checkbox"/>	Son
<input type="checkbox"/>	Daughter	<b>TICK IN BOX</b>			

(c) CNIC  SNIC  NICOP  ARC  POC  No: **TICK IN BOX**  
 [Please tick (✓) appropriate box]

(d) Expiry date of CNIC /SNIC/ NICOP / ARC / POC: **DD-MM-YY**

(e) Passport details: **FILL IF AVAILABLE** (In case of a foreigner or a Pakistani origin)

Passport Number:	
Place of Issue:	
Date of Issue:	
Date of Expiry:	

**D. CDC access:** CDC provides **FREE OF COST** services under CDC access whereby Sub-account holders/Investor Accountholders can have real time access to their account related information.

1. Do you wish to subscribe to free of cost IVR/Web Service? [Please tick (✓) the appropriate box]

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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2. If you are subscribing to IVR and Web Service, please provide following details of your Contact Person: **TICK YES "ITS FREE"**

(a) Date of Birth: **D D / M M / Y Y Y Y**

(b) Mother's Maiden Name: **MOTHER'S NAME**

**E. AUTHORIZATION UNDER SECTIONS 12 AND 24 OF THE CDC ACT EXCLUSIVELY FOR SETTLEMENT OF UNDERLYING TRADES, PLEDGE AND RECOVERY OF PAYMENTS, CHARGES AND LOSSES (FOR SUB-ACCOUNT ONLY)**

I/we the undersigned, hereby give my/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 me/us and entered in my/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 me/us from time to time;
- For pledge securities transactions with the Clearing House relating to any of my/our underlying market transactions (trades) to be settled through the Clearing House from time to time;
- For the recovery of payment against any underlying market purchase transactions made by me/us from time to time;
- Movement by me/us from time to time of my/our Book-entry Securities from my/our Sub-Account under the Main Account under the control of the Participant to my/our Sub-Account under another Main Account under the control of the Participant or to my/our Sub-Account under any Main Account which is under the control of another Participant or to my/our Investor Account;
- Securities transactions which has been made by way of a gift of Securities by me/us to my/our Family Members or other persons in accordance with the CDC Regulations from time to time;
- For the recovery of any charges or losses against any or all of the above transactions carried out by me/ us or services availed; and/or
- Delivery Transaction made by me/us for any other purposes as prescribed by the Commission from time to time.

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

**Note:** Please note that above shall serve as a standing authorization to the Participant for handling of Book-entry Securities owned by the undersigned Sub-Account Holder(s) and entered in his/her/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 Holder(s) in favour of the Participant. For handling of Book-entry Securities worth Rs. 500,000/- and above, the above mentioned specific authority shall be obtained on non-judicial stamp paper.

**F. OPERATING INSTRUCTIONS**

1. Signatory(ies) to give instruction to the Participant/TREC Holder pertaining to the operations of the Investor Account / Sub-Account / Trading Account.	Names of Signatory(ies)	Specimen Signatures
(a)	<b>APPLICANT'S NAME</b>	<b>APPLICANT'S SIGN</b>
(b)		
(c)		
(d)		

(Please specify Investor account, sub-account and trading account operating instructions in the relevant column along with names and specimen signatures of authorised signatories)



<b>2. Investor Account/Sub-Account Operating Instructions</b>	<input type="checkbox"/>	Singly (Either or Survivor)	<input type="checkbox"/>	Attorney
<b>in writing:</b> [Please (✓) appropriate box]	<input type="checkbox"/>	Jointly [any] _____ (Please mention the relevant numbers of the signatories)		
<b>3. Trading Account Operating Instructions:</b> [Please (✓) appropriate box]	<input type="checkbox"/>	Singly	<input type="checkbox"/>	Attorney
	<input type="checkbox"/>	Jointly [any] _____ (Please mention the relevant numbers of the signatories)		

**G. SIGNATURES**

Name of Applicant: <b>APPLICANT'S NAME</b>	Date: <b>DD-MM-YY</b> Place: <b>CITY NAME</b>	Signature: <b>APPLICANT'S NAME</b>
Name of Joint Applicant No 1:	Date: Place:	Signature:
Name of Joint Applicant No 2:	Date: Place:	Signature:
Name of Joint Applicant No 3:	Date: Place:	Signature:

I/we hereby agree to admit the Applicant(s) as the Investor Account holder(s)/Sub-Account Holder(s) in terms of the enclosed Terms and Conditions as amended from time to time and shall abide by the same in respect of opening, maintenance and operation of such Investor Account/Sub-Account.

<b>Name of Participant/TREC Holder:</b>	<b>Date:</b>
Participant's/TREC Holder's Seal & Signature:	

**Witnesses:**

<b>1. Name: 1ST WITNESS NAME</b>
Signature: <b>1ST WITNESS SIGN</b> CNIC No: <b>1 2 3 4 5 - 6 7 8 9 0 1 2 - 3</b>
<b>2. Name: 2ND WITNESS NAME</b>
Signature: <b>2ND WITNESS SIGN</b> CNIC No: <b>1 2 3 4 5 - 6 7 8 9 0 1 2 - 3</b>

**Enclosures\*:**

- Copy of valid CNIC/SNIC/NICOP/ARC/POC/Passport of the Applicants / Joint Applicants / nominee(s) and Attorney (as the case may be).
- Copy of Power of Attorney (if applicable), duly attested by notary public (suggested format as annexure).
- Copy of Zakat Declaration of the Applicant and the Joint Applicant (if applicable). In case of Non-Muslim, an affidavit shall be submitted.
- Terms & Conditions of relevant service provider, as applicable.
- Specimen Signature Card (for Investor Account holder(s) only)

\* **Note:** Non-resident/ foreigners shall submit the documents duly attested by either notary public or Consul General of Pakistan having jurisdiction over the Applicant(s).

**H. FOR THE USE OF PARTICIPANT/TREC HOLDER ONLY**

Particulars of Customer Relationship Form verified by :			
Application:	<input type="checkbox"/> Approved	<input type="checkbox"/> Rejected	Signature: (Authorized signatory)/Stamp    Date:
Investor Account/Sub-Account no. issued:			
Investor Account/Sub-Account /Trading Account opened by:			
Saved by:		Posted by:	
Signature:	Date:	Signature:	Date:
Remarks: (if any)			

**ACKNOWLEDGEMENT RECEIPT**

Application No:	Date of receipt:
<i>I/We hereby confirm and acknowledge the receipt of duly filled and signed Customer Relationship Form from the following Applicant:</i>	
[Insert Name of Applicant(s)]	Participant's / TREC Holder Seal & Signature:
1.	
2.	
3.	
4.	

**TERMS AND CONDITIONS**

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

These Terms and Conditions shall constitute a Contract between the Parties hereto. This Contract shall govern opening, maintenance and operations of Trading Account, CDC Sub-Account(s) and sharing of UIN and KYC information to/from NCCPL and ancillary matters connected therewith.

**GENERAL TERMS AND CONDITIONS**

1. All Trades, Transactions, including non-Exchange Transactions, Derivative Contracts and deals (jointly referred to as "Transactions") between the Parties and Clearing and Settlement thereof and opening, maintenance and operations of Sub-Account in the CDS shall be subject to the Securities Act, 2015, Central Depositories Act, 1997, Pakistan Stock Exchange Limited (PSX) Regulations, Central Depository Company of Pakistan Limited (CDC) Regulations, CKO Regulations, 2017, National Clearing Company of Pakistan Limited (NCCPL) Regulations and the Securities Brokers (Licensing and Operations) Regulation, 2016 including Procedures, Manuals, Policies, Guidelines, Circulars, Directives, and Notifications issued and as amended) thereunder by the Securities and Exchange Commission of Pakistan (SECP), PSX, CDC or NCCPL from time to time.
2. The information provided in KYC application form and/or CRF shall be in addition to and not in derogation of the requirements prescribed under Anti-Money Laundering and Countering Financing of Terrorism Regulations, 2018.
3. The Securities Broker/Participant shall ensure provision of copies of all the relevant laws, rules and regulations at its office for access to the Sub-Account Holder(s)/Customer(s) during working hours. The Securities Broker/Participant shall ensure that its website contains hyperlinks to the websites/pages on the website of PSX, CDC, NCCPL and the SECP displaying above said regulatory framework for reference of the Customers.
4. In case of a Joint Account, all obligations and liabilities of the Applicants under these Terms and Conditions shall be joint and several.
5. These Terms and Conditions shall be binding on the nominee, legal representative, successors in interest and/or permitted assigns of the respective Parties hereto.
6. The Securities Broker/Participant shall provide a list of its Registered Offices and Representatives authorized and employees designated to deal with the Sub-Account Holder(s)/Customer(s) along with their authorized mobile/landline/fax number(s), email and registered addresses. Any change(s) therein shall be intimated in writing to the Sub-Account Holder(s)/Customer(s) with immediate effect.
7. Subject to applicable laws, the Securities Broker/Participant shall maintain strict confidentiality of the Customer related information and shall not disclose the same to any third party. However, in case the SECP, PSX, CDC or any competent authority under the law, as the case may be, requires any such information, the Securities Broker/Participant shall be obliged to disclose the same for which the Customer shall not raise any objection whatsoever.
8. The Securities Broker/Participant shall independently verify any of the Customer's related information provided in this Form under the relevant laws, rules and regulations for the purpose of KYC.
9. In case of any change in the Customer's related information provided in this Form, the Customer shall provide necessary details to the Participant/Securities Broker. Upon receipt of instruction from the Customer, the Participant/Securities Broker shall give effect to such changes in the manner prescribed under the relevant regulations. The Participant/Securities Broker shall have the right to incorporate any change(s) in the Sub-Account Holder(s)/Customer's information in the CDS as sent by NCCPL as CKO and that such change(s) shall be deemed to have been authorized by the Sub-Account Holder(s)/Customer(s). In case of any change in the Participant's/Securities Broker's address or contact numbers or any other related information, the Securities Broker/Participant shall immediately notify the Sub-Account Holder(s)/Customer(s).
10. Any change in this Form or these Terms and Conditions by virtue of any changes in the aforesaid legal frameworks shall be deemed to have been incorporated and modified the rights and duties of the Parties hereto. Such change(s) shall be immediately communicated by the Securities Broker/Participant to the Sub-Account Holder(s)/Customer(s).
11. The Securities Broker/Participant and the Customer shall be entitled to terminate this Contract without giving any reasons to each other after giving notice in writing of not less than one month to the other Party. Notwithstanding any such termination, all rights, liabilities and obligations of the Parties arising out of or in respect of Transactions entered into prior to the termination of this Contract shall continue to subsist and vest in /be binding on the respective Parties or his /her/ its respective heirs, executors, administrators, legal representatives or successors in interest and permissible assigns, as the case may be. Closure of Sub-Account of the Customer under this clause shall be subject to the condition that neither any corporate action is pending at that point of time in connection with any Book-entry Securities in the Sub-Account nor any Book-Entry Securities are in Pledged Position and that the outstanding dues, if any, payable by any Party to the other Party is cleared and that the Customer has transferred or withdrawn all the Book-Entry Securities from his/her Sub-Account.
12. Where applicable, the terms "Sub-Account Holder" and "Participant" used in this Form shall include the "Customer" and "Securities Broker/TRE Certificate Holder" respectively.
13. The Securities Broker/Participant should ensure due protection to the Sub-Account Holder / Customer regarding rights to dividend, rights or bonus shares etc. in respect of transactions routed through it 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.
14. The Participant/Securities Broker shall ensure that duly filled in and signed copy of this form along with the acknowledgement receipt is provided to the Sub-Account Holder.

**TERMS AND CONDITIONS FOR OPENING AND OPERATIONS OF CDC SUB-ACCOUNT**

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. The Registration Details and such other information specified by the Applicant in this form for opening of the Sub-Account shall appear in the Sub-Account to be established by the Participant in the CDS who shall ensure the correctness and completeness of the same.
2. The Book-entry Securities owned by the Sub-Account Holder shall be exclusively entered in the Sub-Account of such Sub-Account Holder.
3. 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 (E) above pursuant to Section 12 and 24 of the Central Depositories Act, 1997. 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.
4. 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/her Sub-Account under the control of the Participant. Such instructions, among other matters, may include closing of Sub-Account.
5. 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/her 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.
6. 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 Central Depositories Act, 1997, 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 3 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 through market-based or Negotiated Deal Market sell transaction and apply the net proceeds thereof towards the adjustment of such outstanding payment, charges and/or losses.
7. 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/her Controlling Account Holder and Participant shall extend full cooperation to the Sub-Account Holder in every regard, without prejudice to its right of recovery of any dues or receivable from the Sub-Account Holder.
8. 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.
9. The Participant is not acting under this application form as Investment Manager or Investment Advisor to the Sub-Account Holder(s).

**TERMS AND CONDITIONS FOR TRADING ACCOUNT**

1. In case any dispute in connection with the Transaction between the Securities Broker and the Customer is not settled amicably, either Party may refer the same to the Arbitration in accordance with the arbitration procedures prescribed in PSX Regulations. The decision of arbitrators shall be binding on both the Parties subject to their rights of appeal in the manner provided in PSX Regulations, if exercised. The name and other relevant particulars of the Customer shall be placed on PSX's website accessible to Securities Brokers if the Customer fails or refuses to abide by or carryout any arbitration award passed against him/her and the Customer shall have no objection to the same.
2. The assets deposited as margin by a Customer with the Securities Broker shall only be used by the Securities Broker for the purposes of dealing in securities through PSX on behalf of such Customer other than as authorized by the Customer in writing in the manner prescribed under the relevant regulations.
3. The Securities Broker may deposit unutilized funds of the Customers in a separate profit-bearing bank account and shall distribute profit to the Customers out of total profit offered by bank(s) on such funds, unless specified otherwise in writing by the Customer.

4. The Securities Broker shall be authorized to act on the instructions of the Customers given through any of the following modes of communication unless specifically designated by the Customer in the Form:
  - (a) Telephonic communication over a dedicated telephone line(s) routed through centralized call recording system;
  - (b) Email/SMS/Fax/Letter on the authorized email address/mobile/fax/address of the Securities Brokers;
  - (c) Verbal orders placed through personal appearance in the registered office subject to receipt of written acknowledgement of such in-person orders by Securities Brokers.
5. The Securities Broker shall make out the Contract Note (physical or electronic form) to the Customers in respect of trades executed on their behalf based on their order instructions not later than the start of next trading day as required under the Securities Brokers (Licensing and Operations) Regulations, 2016 through any of the following acceptable modes of communication unless specifically designated by the Customer in the Form:
  - (a) Recognized courier service;
  - (b) Registered Post at given correspondence address;
  - (c) Facsimile number provided on the Form;
  - (d) By hand subject to receipt/acknowledgement; or
  - (e) Email provided on the Form in case of Electronic Contract Note.

All such transactions recorded by the Securities Broker in the prescribed manner shall be conclusive and binding upon the Customer unless the Customer raises observation relating to unauthorized execution of such transaction or any error in the Contract Note within one trading day of the receipt of such Contract Note.  
In the event of any dispute relating to order placement or executing of orders, the burden of proof shall be on the Securities Brokers to establish the authenticity of such order placement or execution thereof.
6. In case the Customer fails to deposit additional margins within one trading day of the margin call (in writing), the Securities Broker shall have absolute discretion to liquidate the Customer's outstanding positions including the securities purchased and carried in such account to meet the margin shortfall without further notice to the Customer.
7. The Securities Broker shall be responsible for the payment of any credit cash balance available in the account of the Customer through cross cheques or other banking channels (instruments) only within one (1) trading day of the request of the Customer subject to the maintenance of the margin requirements.
8. The Customer is aware that in the event of his/her non-payment on settlement day against securities bought on his/her account, the Securities Broker may transfer such securities to its Collateral Account under intimation to PSX in the manner as provided in PSX Regulations.
9. The Securities Broker shall accept from the Customer payments through "A/c Payee Only" crossed cheque, bank drafts, pay orders or other banking channels drawn on Customer's own bank account in case of amounts in excess of Rs. 25,000/-. Electronic transfer of funds to the Securities Broker through banks would be regarded as good as cheque. The Securities Broker shall provide the receipt to the Customer(s) in the name of the Customers duly signed by its authorized employee and the Customer(s) shall be responsible to obtain the receipt thereof. In case of cash dealings, proper receipt will be taken and given to the Customer(s), specifically mentioning if payment is for margin or the purchase of securities. The Securities 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. However, in exceptional circumstances, where it becomes necessary for Securities Broker to accept cash in excess of Rs.25,000/-, the Securities Broker shall immediately report within one trading day such instances with rationale thereof to the PSX in accordance with the mechanism prescribed by PSX.
10. The Securities Brokers shall make all payments to the Customers through crossed cheques / bank drafts / pay orders or any other banking channels showing payment of amount from their business bank account. Copies of these payment instruments including cheques, pay orders, demand drafts and online instructions shall be kept in record for a minimum period prescribed under the Securities Brokers (Licensing and Operations) Regulations, 2016.
11. The Securities Broker shall provide to the Customers a quarterly Account Statement which shall include cash and securities ledgers as back office and CDC Sub-Account records along with reconciliation of any differences therein through any of the aforesaid modes of communication. In case of any discrepancy in the ledger statement, the Customer shall inform the Securities Broker within seven (7) days of receipt of the quarterly account statement to remove such discrepancy. Further, the Securities Broker shall provide to a Customer an Account Statement for a period specified by the Customer as and when requested by such Customer.
12. The Customer shall pay all applicable taxes and statutory and regulatory fee and levies and brokerage commissions as are prevailing from time to time in connection with the brokerage services rendered. The Securities Broker/Participant can debit up to the accrued amount of levies and charges the account of the Customers for the abovementioned charges, which shall be clearly detailed in the ledger statement/daily confirmations. Any change resulting in an increase in the brokerage commission shall take effect not earlier than five (5) trading days of intimation of the same to the Customers through acceptable mode of communication prescribed in the Form.
13. The Securities Broker shall append a Risk Disclosure Document with this Form in accordance with the specimen provided by PSX.

#### DECLARATION & UNDERTAKING

I/We, the undersigned Applicant(s), hereby declare/undertake that:

- a) I/We am/are not minor(s);
- b) I/We am/are of sound mind;
- c) I/We have not applied to be adjudicated as an insolvent and that I/We have not suspended payment to any financial institution and that I/We have not compounded with my/our creditors;
- d) I/We am/are not an undischarged insolvent;
- e) I/We confirm having read and understood the above Terms and Conditions and I/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 / Trading Account, as the case may be;
- f) The information furnished in this form is complete, valid, true and correct to the best of my/our knowledge and I/We shall inform the Securities Broker/Participant immediately in writing of any change therein;
- g) In case any of the above information is found to be false or misleading or suspension of any material fact, will render my/our Sub-Account/Trading Account, as the case may be, liable for termination and I/We shall be subject to further action under the law;
- h) All the documents filed/submitted by me/us for the purpose of this application are genuine and valid, bearing genuine signatures and stamps of duly authorized individuals/representatives and are in accordance with the applicable law; and
- i) I/We hereby now apply for opening, maintaining, operation of /Sub-Account/Trading Account, as the case may be, with the Participant/TREC Holder.

#### DISCLAIMER FOR CDC ACCESS SERVICES

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 internet/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, officers 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](http://www.cdaccess.com.pk) which shall be deemed to have been read and agreed to by the Users before signing this form.

Signatures:

Main Applicant

Joint Applicant 1

Joint Applicant 2

Joint Applicant 3

Participant/TREC Holder

APPLICANT'S SIGN

## SPECIAL TERMS AND CONDITIONS

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

1. (a) The Account Holder(s) shall pay to the Broker for all purchases removal of the last working session of the clearing of the relevant Exchange, all amounts due in respect of Securities that have been purchased or transactions carried out by the Broker on the Instructions of the Account Holder(s), whether or not the Account Holder(s) has/have received Invoice/Bills in respect thereof. For the purpose of this Clause, a Certificate by the Broker that a particular amount is due in this regard, shall be the conclusive proof thereof and shall be binding upon and not called in question by the Account Holder(s).
1. (b) In case of any amount due from the Account Holder(s), as may be certified by the Broker in respect of Securities purchased on account of the Account Holder(s), has not been paid by the Account Holder(s) within the period specified in Clause 1. (a) above, the Broker shall have the right to settle the outstanding amounts out of any money(ies) or margin of the Account Holder(s) lying with the broker or from any money(ies) realized from the sale of Securities or any other property held by the Broker as margin or security and the Broker shall have an unfettered right and power to sell, transfer and dispose of such assets and/or the margin or security as the Broker may deem fit.
1. (c) In case of sale contract, the Account Holder(s) shall, before the start of the last working session of the clearing of the relevant Exchange, deposit with the Broker the Securities, which he/she they/it has/have instructed the Broker to sell. The Account Holder(s) shall be responsible to ensure that such Securities are in a state and form whereby they can be marketed, delivered and transferred. The Account Holder(s) also undertake(s) to comply with the directions of the Broker for regularization of any defect, mistake, discrepancy or irregularity or any such matter in respect thereof.
1. (d) Without prejudice to the Broker's rights, remedies and resources mentioned in any of the preceding Clauses, in the event of the Account Holder(s) failure to make the payment against a purchase contract as mentioned in Clauses 1. (a) & 1. (b) above, or to deliver or deposit the Securities against a sale contract, as mentioned in Clause 1. (c) above, and/or to deposit and maintain the margin as mentioned in the Margin Deposit condition mentioned above in this Form, the Broker shall have the right to square up and liquidate the Account Holder(s)' outstanding position(s) and recover all outstanding due form the Account Holder(s), including losses, damages, costs and expenses which the Broker may suffer or sustain out of any Margin or Securities or Collaterals that may be held by the Broker at the relevant time, The Account Holder(s) shall continue to be liable for any shortfall.
1. (e) Without prejudice to the other terms and conditions agreed between Foundation Securities (Pvt) Limited and the client, it is agreed that if any amount(s) standing due against the client is not paid on the due date(s), Foundation Securities (Pvt) Limited shall have the right charge the client late payment charges at a rate to be communicated in writing to the client.
2. **"FSL" reserves right to transfer holding(s) from client's CDC sub account to client's CDC Investor account at any time when deem necessary by giving on day prior notice through any mode of communication. The client shall not question or raise objection on such notice. The securities transferred under such notice shall be deemed as lawful and authorized handling of securities. The non-transmittal of aforesaid notice by whatsoever reason shall not make transfer of securities to CDC Investor account of client objectionable.**
3. Brokerage rates are provided with SAOF and should sign by the clients, any subsequent change in these in rates shall be informed to the client accordingly.
4. FSL also reserved right to block or suspend any account and or UIN, if unreasonable or suspicious activity is found or FSL Believes that such account may breach regulations or good standard market practice.
5. A Customer's account at Foundation Securities (Pvt.) Limited (FSL) shall become dormant in any of the following events in which case no fund withdrawals and trades will be allowed until the account is reactivated:
  - a) There has been no customer-originated activity in trading account for continuous one year.
  - b) Customer fails to update any information as may be requested by FSL.

In order to reactivate a dormant account, the concerned Customer shall be required to visit FSL or in the alternative ensure his/her verification through a video call to the satisfaction of FSL (the video call verification may be availed in case of foreign nationality, non-resident and other such exceptional circumstances) and submit the reactivation request along with a valid and attested copy of CNIC, SNIC or NICOP or a copy of valid Passport along with valid visa or Pakistan Origin Card (in case of foreign nationality only) with latest documentary evidence for source of income and funds. After due verification and if the FSL is satisfied with CDD of the customer, the account may be activated. The company reserves the right to waive off any requirement and may also ask for additional documents if it is not satisfied with the provided documents.

## Terms and Conditions For Online Trading

These terms and condition are in addition to the other terms and condition of this Account Opening Form and are applicable only in case of Online Trading:

- (a) Online trading will be permitted through an online trading system of the Broker, which will act for the purpose of buying and selling securities including Leverage Product at the Stock Exchange (Online Exchange).
- (b) A password or (personal identification number) PIN will be issued to the Account Holder(s) by the Broker to enable the Account Holder(s) have an access to and use this Account for online trading. The Password/PIN may be communicated through email or through any courier to the Account Holder(s) at his/her/their/its own risk. The Account Holder(s) shall not disclose the Password/PIN to any person and shall take every reasonable precaution to prevent discovery of the Password/PIN by any other person. The Account Holder(s) shall immediately change the password/PIN as soon as it is received from the Broker.
- (c) Broker may electronically transfer delivery of confirmation, statements and other notices in connection with Electronic/Online Trading. It shall be the responsibility of the Account Holder(s) to review, upon receipt of e-mails, confirmation statement, notices, margin and maintenance calls whether delivered by mail, e-mail or electronic terminal at the discretion of the Broker. If the Password/PIN is disclosed to any third party the Account Holder(s) should immediately notify the same to the Broker. The Account Holder(s) will immediately notify of any loss, theft or unauthorized use of his/her/their/its account number and password/PIN. The Account Holder(s) shall immediately notify and change his/her/its/their e-mail or other address as mentioned in the Account Opening Form.
- (d) All risks connected and involved with Electronic/Online Trading will be assumed fully by the Account Holder(s). Neither the Broker nor any of its directors or officers would be responsible or liable in any manner for any losses or damages that may be suffered by the Account Holder(s) including those due to the misuse of the Account Holder(s) Password or PIN, hacking of lines, outages and slowdowns in the internet connection and piracy of Account Holder(s) information and affairs by unscrupulous persons.
- (e) The broker may at any time and from time to time require additional margin in the Account (In cash or Securities) before executing any order or undertaking any transactions through Online Trading Facility on account of the Account Holder(s). The amount and timing may vary depending on factors solely at Broker's discretion. Broker shall have the right to liquidate the Account Holder(s) Trading position(s) if the Account margin is insufficient at any time.
- (f) The Broker may at its discretion elect with or without notice to square off the Account Holder(s) Account and make obligations in the Account immediately due and payable by the Account Holder(s) without assigning any reason.
- (g) All other term and conditions including Special Terms and Condition and CDC Terms and Conditions of this Account Opening Form shall be equally applicable to Online Trading Account(s).

**APPLICANT'S SIGN**

\_\_\_\_\_  
Main Applicant

\_\_\_\_\_  
Joint Applicant

\_\_\_\_\_  
Participant/TREC Holder



**(TO BE MADE ON STAMP PAPER OF Rs. 500/- DULY ATTESTED BY NOTARY PUBLIC)**

**SPECIAL POWER OF ATTORNEY FOR OPERATING OF ACCOUNT**

Through this power of attorney dated \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_  
 I/We, the Account Holder(s), having Trading Account No. \_\_\_\_\_ and CDC Sub Account No. \_\_\_\_\_ titled  
 \_\_\_\_\_ maintained with Foundation Securities (Pvt.) Limited do hereby appoint  
 Mr/Ms \_\_\_\_\_ s/o d/o w/o \_\_\_\_\_ holder of CNIC No.  
 \_\_\_\_\_, whose signature is given below and who is related to me/us as \_\_\_\_\_

and whose bank account is provided herein below for identification purposes only which is also verified by his banker, as my/our Attorney to execute all transactions of Buy/Sell of Securities and their settlement in my said account for and on behalf of me/us as and when may be deemed appropriate by him/her in his discretion since: *(please choose one of the following by ticking on it, in case of choosing option "iii" mention reason)*

- i) I/We am/are incapable of understanding complexities of stock market, or
- ii) I/We am/are not well conversant with the trading patterns of securities, or
- iii) Due to the reason of \_\_\_\_\_ could not transact on my/our own.

All transactions, settlements, agreements etc entered/executed by him/her shall be construed as done by me/us in person and shall be binding on me/us and shall never be questioned by me/us ever on any premise and at any forum whatsoever. I/We hereby instruct Foundation Securities (Pvt.) Limited to accept and treat the said person as my/our legally appointed Attorney with all powers as aforesaid and treat this Power of Attorney as an integral part of my Account Opening Form with Foundation Securities (Pvt.) Limited pertaining to the above stated trading account and CDC sub account. All references to Power of Attorney in the said Account Opening Form should also be read in accordance with this document.

Bank Account Information of the Authorized Attorney for identification purposes as discussed above

Title of the Bank Account \_\_\_\_\_

Bank Account Number \_\_\_\_\_

Bank Name and Address \_\_\_\_\_

Verification by the Bank: *It is verified that the above bank account info is correct and the account validly exists.*

Bank stamp and signatures \_\_\_\_\_

I/We undertake that in the event of termination/withdrawal of this authority, Foundation Securities (Pvt.) Limited shall be notified immediately and promptly in writing. However all transactions executed before delivery of the said notice shall be binding on the Account Holder(s) in all respects.

**In WITNESS WHEREOF**, I/We execute this power of attorney on the date above mentioned.

Account Holder(s)

Appointed Attorney

Name: \_\_\_\_\_

Name: \_\_\_\_\_

CNIC: \_\_\_\_\_

CNIC: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

CNIC: \_\_\_\_\_

Signature: \_\_\_\_\_

**WITNESSES**

Name: \_\_\_\_\_

Name: \_\_\_\_\_

CNIC: \_\_\_\_\_

CNIC: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

**Common Reporting Standard (CRS) / Foreign Account Tax Compliance Act (FATCA)  
(For Individual Clients)**

**Common Reporting Standard (CRS):** Organization of Economic Cooperation and Development (OECD) has developed a common framework known as Common Reporting Standard (CRS) for Automatic Exchange of information (AEOI). Foundation Securities Private Limited is required to comply with the local applicable CRS requirements in accordance with relevant local laws and required to collect and report certain information about an account holder’s tax residence. Each jurisdiction has its own rules for defining tax residence, and jurisdictions have provided information on how to determine if you are resident in the jurisdiction on the following website: [OECD AEOI Portal]. In general, you will find that tax residence is the country/jurisdiction in which you live. Special circumstances may cause you to be resident elsewhere or resident in more than one country/jurisdiction at the same time (dual residency). If you are a U.S. citizen or tax resident under U.S. law, you should indicate that you are a U.S. tax resident on this form and you may also need to fill in an IRS W-9 form. For more information on tax residence, please consult your tax adviser or the information at the OECD automatic exchange of information portal.

If your tax residence is located outside the country/jurisdiction where the FI is maintaining the account is located we may be legally obliged to pass on the information in this form and other financial information with respect to your financial accounts to local tax authorities in Pakistan and they may exchange this information with tax authorities of another jurisdiction or jurisdictions pursuant to intergovernmental agreements to exchange financial account information.

**Foreign Account Tax Compliance Act (FATCA):** The Foreign Account Tax Compliance Act (FATCA) is a part of US legislation enacted by the US Congress to prevent tax evasion by US persons who conceal offshore assets from the IRS (US Tax Authority). The objective of FATCA is to obtain information on certain US persons with income or assets outside the United States for the purpose of increasing compliance with US tax laws. The purpose of this form is to gather relevant information for our Global Compliance reporting matters.

Account No:	Account Holder	Joint Account Holder
Name:	APPLICANT'S NAME	
Country of Permanent Residence:	COUNTRY NAME	
Country of Birth:	COUNTRY NAME	
Nationality:	APPLICANT'S NATIONALITY	
Current Residence Address:	AS PER CNIC, UTILITY BILL, RENT AGREEMENT, SALE DEED, OR ANY OTHER DOCUMENT	
Mailing Address (please fill only if different from current address)		
Telephone	+92                      312                      3456789 Country Code      Area Code      Number	Country Code      Area Code      Number
<b>Please confirm the following:</b>	<b>Yes</b> <b>No</b>	<b>Yes</b> <b>No</b>
Do you hold multiple nationalities (If yes, please indicate)	<input type="checkbox"/> <b>TICK IN BOX</b> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Are you a Resident of any country other than Pakistan?	<input type="checkbox"/> <b>TICK IN BOX</b> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

**Part 1 – Country of Residence for Tax Purposes and related Taxpayer Identification Number (“TIN”)**

Please indicate countries where Account Holder is tax resident and TIN for each country or equivalent number. If a TIN is unavailable please provide the appropriate reason A, B or C as explained below:

Reason A - The country/jurisdiction where the Account Holder is resident does not issue TINs to its residents;

Reason B - The Account Holder is unable to obtain a TIN or equivalent number (Please explain reason of not obtaining TIN);

Reason C - No TIN is required for that country/ jurisdiction.

Please confirm the following:	Account Holder	Joint Account Holder
Country / Jurisdiction of Tax Residence	Country 1.	Country 1.
	Country 2.	Country 2.
Taxpayer Identification Number or Equivalent Number (“TIN”)	Country 1.	Country 1.
	Country 2.	Country 2.
If no TIN is available (Please mention reason A, B or C)	Country 1.	Country 1.
	Country 2.	Country 2.
Please explain why you are unable to obtain a TIN if you selected Reason B above.	Country 1.	Country 1.
	Country 2.	Country 2.

Part 2 – For US status information	Account Holder		Joint Account Holder	
Name: <b>APPLICANT'S NAME</b>	<b>TICK BELOW BOXES</b>		<b>DON'T TICK BELOW BOXES</b>	
Please confirm the following:	Yes	No	Yes	No
1. Are you a US Citizen / a US Resident / a US Green Card Holder? ▪ If yes, please provide Form W-9. <b>TICK IN BOX</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Were you born in US? <b>TICK IN BOX</b> ▪ If yes, please provide Form W-9. ▪ If yes, But you claim being a non-US person, please provide i. Certificate /Written Explanation of Revocation of US Nationality ii. A non-US passport iii. Signed From W-8BEN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Do you have a US address or telephone number? <b>TICK IN BOX</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Do you have any Power of Attorney/ Authorized Signatory / Mandate holders having US address? <b>TICK IN BOX</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Will there be instructions to transfer funds to U.S. accounts or directions regularly received from a U.S. address? <b>TICK IN BOX</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Will there be address on file which is "in care of" or "hold mail" or U.S. P.O. Box and/or U.S. telephone number? <b>TICK IN BOX</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>For Question 3 and 6 above:</b> <ul style="list-style-type: none"> <li>▪ If Yes and you accept being a US person: Provide form W-9</li> <li>▪ If Yes and you claim being a non-US person: Provide an ID Document (CNIC/SNIC/NICOP) showing your permanent address (which should not be a US address), or provide form W-8BEN</li> </ul>				

**Account Holder's Declaration**

I/we hereby confirm the information provided above is true, accurate and complete. I/we hereby provide my/our consent to Foundation Securities (Pvt.) Limited FSL or any of its affiliates to disclose and furnish and share information pertaining to my/our account to domestic or overseas regulators or tax authorities where necessary to establish our tax liability in any jurisdiction.

I/we also authorize FSL to deduct withholding tax from my/our account when required to do so by domestic or overseas regulators or tax authorities or pay out, from my/our account(s) such amounts as may be required according to applicable laws, regulations, agreements with regulators or authorities and directives.

I/we shall indemnify and hold FSL harmless against any claim, damages, costs, expenses and other direct and/or indirect consequence of disclosing, furnishing and sharing any information with any domestic or overseas regulators or tax authorities.

I/we agree and undertake to notify the FSL within thirty (30) calendar days if there is a change in any information which we have provided above.

I/we agree that FSL may, either at its own instance or of any court, close, freeze or suspend dealings on the account, without prior notice to the customer and without being liable for any duty it may owe to the customer. FSL reserves the right, at its sole discretion and without notice to the customer, to close the account, which is not being operated in a manner satisfactory to FSL or for any other reason whatsoever, without disclosing the reason for closure of the said account to us.

Signatures

**APPLICANT'S SIGN**

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Date
Main Applicant
Joint Applicant
Participant/TREC Holder

## Undertaking of Politically Exposed Persons (PEPs)

	Main Applicant	Joint Applicant
Name: APPLICANT'S NAME	TICK YES OR NO IN BELOW BOXES	DON'T TICK IN BELOW BOXES

Please confirm the following:	YES	No	YES	No
Have you been entrusted with prominent following public functions by a foreign country or domestically in past or holding current position? <ul style="list-style-type: none"> <li>▪ Politician/Government official</li> <li>▪ Judicial official e.g. Magistrate, District, Sessions, High Court or Supreme Court Judge etc.</li> <li>▪ Military official.</li> <li>▪ Employee of state owned corporations e.g. OGDC, AGPR, PIA, WAPDA etc.</li> <li>▪ Political party official.</li> <li>▪ Associated with International Organization / Non-Governmental Organization (NGO)</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are you a close family member or closely associated, entrusted with prominent specified above public functions by a foreign country or domestically in past or holding current position?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If YES, please provide details:				

I/We hereby undertake to inform the Broker of any change in the status specified above at any time in the future.

Signatures

APPLICANT'S SIGN

\_\_\_\_\_  
Main Applicant

\_\_\_\_\_  
Joint Applicant

\_\_\_\_\_  
Participant/TREC Holder

## RISK DISCLOSURE DOCUMENT (TO BE GIVEN BY THE BROKERS TO THEIR CUSTOMERS)

This Risk Disclosure document is prescribed by the Pakistan Stock Exchange Limited (PSX) under Clause 13(1) of the Securities Broker (Licensing and Operations) Regulations, 2016.

This document contains important information relating to various types of risks associated with trading and investment in financial products (equity securities, fixed income instruments, derivatives contracts etc.) being traded at PSX. The customers should carefully read this document before opening trading account with a broker.

In case a customer suffers negative consequences or losses as a result of trading/investment, he/she shall be solely responsible for the same and PSX or Securities and Exchange Commission of Pakistan (SECP) shall not be held responsible/liable, in any manner whatsoever, for such negative consequences of losses.

The customers must acknowledge and accept that there can be no guaranteed profit or guaranteed return on their invested capital and under no circumstances a broker can provide customers such guarantee or fixed return on their investment in view of the fact that the prices of securities and futures contract can fall as well as rise depending on the market conditions and performance of the companies. Customers must understand that past performance is not a guide to future performance of the securities, contracts or market as a whole. In case the customers have any doubt or are unclear as to the risks/information disclosed in this document, PSX strongly recommends that such customer should seek an independent legal or financial advice in advance.

PSX neither singly or jointly and expressly nor impliedly guarantee nor make any representation concerning the completeness, accuracy and adequacy of the information contained in this document as this document discloses the risks and other significant aspects of trading/investment at the minimum level. PSX does not provide or Purport to provide any advice and shall not be liable to any person who enters into a business relationship with a broker based on any information contained in this document. Any information contained in this document must not be construed as business/investment advice in any manner whatsoever.

THE CUSTOMERS MUST BE AWARE OF AND ACQUAINTED WITH THE FOLLOWING:

### 1. BASIC RISKS INVOLVED IN TRADING IN SECURITIES MARKET:

#### 1.1 VOLATILITY RISK:

Volatility risk is the risk of changes in the value of financial product in any direction. High volatility generally means that the values of securities/contracts can undergo dramatic upswings and/or downswings during a short period. Such a high volatility can be expected relatively more in illiquid or less frequently traded securities/contracts than in liquid or more frequently traded one. Due to volatility, the order of a customer may not be executed or only partially executed due to rapid change in the market prices. Such volatility can also cause price uncertainty of the market orders as the price at which the order is executed can be substantially different from the last available market price or may change significantly thereafter, resulting in a real or notional loss.

#### 1.2 LIQUIDITY RISK:

Liquidity refers to the ability of market participants to buy and/or sell securities expeditiously at a competitive price and with minimal price difference. Generally, it is assumed that more the numbers of orders available in a market, greater is the liquidity. Liquidity is important because with greater liquidity, it is easier for customers to buy and/or sell securities swiftly and with minimal price difference and as a result, customers are more likely to pay or receive a competitive price for their executed trades. Generally, lower liquidity can be expected in thinly traded instruments than in liquid or more frequently traded ones. As a result, order of customer may only be partially executed, or may be executed with relatively greater price difference or may not be executed at all. Under certain market conditions, it may be difficult or impossible for the customers to liquidate a position in the market at a reasonable price, when there are no outstanding orders either on the buy side or on the sell side, or if trading is halted in a security/contract due to any reason.

#### 1.3 SPECULATIVE TRADING RISK:

Speculation involves trading of a security/contract with the expectation that it will become more valuable in a very near future, these transactions are attempted to make profit from fluctuations in the market value of securities, rather than fundamental value of a security and/or underlying attributes embodied in the securities such as dividends, bonus or any other factor(s) materially affecting the price. Speculative trading results in an uncertain degree of gain or loss. Almost all investment activities involve speculative risks to some extent, as a customer has no idea whether an investment will be a blazing success or an utter failure.

Day trading strategy is a common example of speculative trading in which customers buy and sell the same security/derivative within the same day, such that all obligations are netted off and closed and no settlement obligations stand. The customer indulging in a day-trading strategy needs to be more vigilant and informed than the customers investing for a longer period, as market may not move during the day as the day-trader originally anticipated, resulting in a loss to them.

#### 1.4 RISK OF WIDER SPREAD:

The Bid-Ask spread is the difference between the offer price and bid price of a security/contract quoted by the Market Makers or trading parties. The size of spread is affected by a number of factors such as liquidity, volatility, free float (the total number of shares outstanding that are readily available for trading) etc. Generally, low liquidity, high volatility and low free float levels of a security may result in relatively wider Bid-Ask Spread. The higher Bid-Ask spread can result in greater cost to customers.

#### 1.5 RISK PERTAINING TO THE PRICE FLUCTUATIONS DUE TO CORPORATE ANNOUNCEMENT:

The corporate announcements by the issuers for the corporate actions or any other material information may affect the price of the securities. These announcements combined with relatively lower liquidity of the security may result in significant price volatility. The customers, while making any investment decision in such securities/contracts, are advised to take into account such announcements. Moreover, the customers should be cautious and vigilant in case fake rumors are circulating in the market. The Customers are advised to refrain from acting purely based on such rumors rather take well informed investment decision in light of all facts and circumstances associated with such securities and their issuers.

#### 1.6 RISK REDUCING ORDERS:

The customers can place orders for limiting the losses to certain amounts, such as Limit Orders, Stop Loss Orders, and Market Orders etc. Customers must ask their brokers for detailed understanding of these order types. Customers must acknowledge that placement of such orders for limiting losses to certain extent may not always be an effective tool due to rapid movements in the prices of securities and, as a result, such orders may not be executed.

#### 1.7 SYSTEM RISK:

High volume trading will frequently occur at the market opening and before market close. Such high volumes may also occur at any point in the day causing delay in order execution or confirmation. During periods of volatility, on account of market participants continuously modifying their order quantity or prices or placing fresh orders, there may be delays in order execution and its confirmations.

#### 1.8 SYSTEMIC RISK:

Systemic risk arises in exceptional circumstances and is the risk that the inability of one or more market participants to perform as expected will cause other participants to be unable to meet their obligations when due, thereby affecting the entire capital market.

#### 1.9 SYSTEM AND NETWORKING RISK:

Trading on the PSX is done electronically, based on satellite/leased line based communications, combination of technologies and computer systems to place and route orders. All these facilities and systems are vulnerable to temporary disruption or failure, or any such other problem/glitch, which may lead to failure to establish access to the trading system/network. Such limitation may result in delay in processing or processing of buy or sell orders in part only or non-processing of orders at all. As with any financial transaction, the customer may experience losses if orders cannot be executed normally due to systems failures on the part of exchange or broker. The losses may be greater if the broker having customers' position does not have adequate back-up systems or procedures. Accordingly, the Customers are cautioned to note that although these problems may be temporary in nature, but when the customers have outstanding open positions or unexecuted orders, these limitations represent a risk because of obligations to settle all executed transactions.

#### 1.10 RISK OF ONLINE SERVICES:

The customers who trade or intend to trade online should fully understand the potential risks associated with online trading. Online trading may not be completely secure and reliable and may cause delay in transmitting information, execution of instructions due to technological barriers. Moreover, the customer acknowledges and fully understands that he/she shall be solely responsible for any consequences arising from disclosure of the access codes and/or passwords to any third person or any unauthorized use of the access codes and/or passwords.

#### 1.11 REGULATORY/LEGAL RISK:

Government policies, rules, regulations, and procedures governing trading on the exchange are updated from time to time. Such regulatory actions and changes in the legal/regulatory ecosystem including but not limited to changes in tax/levies may alter the potential profit of an investment. Some policies of the government may be focused more on some sectors than others thereby affecting the risk and return profile of the investment of the customers in those sectors.

#### 2. RISKS IN DERIVATIVE AND LEVERAGE PRODUCTS:

Derivative and leveraged trades enable the customer to take larger exposure with smaller amount of investment as margin. Such trades carry high level of risk and the customers should carefully consider whether the trading in the derivative and leveraged products is suitable for them, as it may not be suitable for all customers. The higher the degree of leverage, the greater the possibility of profit or loss it can generate in comparison with the investment involving full amount. Therefore, the customers should trade in the derivative and leveraged products in light of their experiences, objectives, financial resources and other relevant circumstances. Derivative product namely deliverable Futures Contract, Cash Settled Futures Contract, Stock Index Futures Contract and Index Options Contracts and leveraged products namely Margin Trading System, Margin Financing and Securities Lending and Borrowing are available for trading at stock exchange.

The customer transacting in the derivative and leveraged markets needs to carefully review the agreement provided by the brokers and also thoroughly read and understand the specifications, terms and conditions which may include markup rate, risk disclosures etc. There are a number of additional risks that all customers need to consider while entering into derivative and leveraged market transactions. These risks include the following

- (a) Trading in the derivative and leveraged markets involves risk and may result in potentially unlimited losses that are greater than the amount deposited with the broker. As with any high risk financial product, the customer should not risk any funds that the customer cannot afford to lose, such as retirement savings, medical and other emergency funds, funds set aside for purposes such as education or home ownership, proceeds from student loans or mortgages, or funds required to meet living expenses.
- (b) All derivative and leveraged trading involves risk, and there is no trading strategy that can eliminate it. Strategies using combinations of positions, such as spreads, may be as risky as outright long or short positions. Trading in equity futures contracts requires knowledge of both the securities and the futures markets.
- (c) The customer needs to be cautious of claims of large profits from trading in such products. Although the high degree of leverage can result in large and immediate gains, it can also result in large and immediate losses.
- (d) Because of the leverage involved and the nature of equity futures contract transactions, customer may feel the effects of his/her losses immediately. The amount of initial margin is small relative to the value of the futures contract so that transactions are 'leveraged' or 'geared'. A relatively small market movement will have a proportionately larger impact on the funds the customer has deposited or will have to deposit. This may work against customer as well as for him/her. Customer may sustain a total loss of initial margin funds and any additional funds deposited with the broker to maintain his/her position. If the market moves against his/her position or margin levels are increased, customer may be called upon to pay substantial additional funds on short notice to maintain his/her position. If the customer fails to comply with a request/call for additional funds within the time specified, his/her position may be liquidated/squared-up at a loss, and customer will be liable for the loss, if any, in his/her account.
- (e) The customer may find it difficult or impossible to liquidate/square-up a position due to certain market conditions. Generally, the customer enters into an offsetting transaction in order to liquidate/square-up a position in a derivative or leverage contract or to limit the risk. If the customers cannot liquidate position, they may not be able to realize a gain in the value on position or prevent losses from increasing. This inability to liquidate could occur, for example, if trading is halted due to some emergency or unusual event in either the equity futures contract or the underlying security, no trading due to imposition of circuit breaker or system failure occurs on the part of exchange or at the broker carrying customers' position. Even if customers can liquidate position, they may be forced to do so at a price that involves a large loss.
- (f) Under certain market conditions, the prices of derivative contracts may not maintain their customary or anticipated relationships to the prices of the underlying security. These pricing disparities could occur, for example, when the market for the equity futures contract is illiquid, when the primary market for the underlying security is closed, or when the reporting of transactions in the underlying security has been delayed.
- (g) The customer may be required to settle certain futures contracts with physical delivery of the underlying security. If the customer hold position in a physically settled equity futures contract until the end of the last trading day prior to expiration, the customer shall be obligated to make or take delivery of the underlying securities, which could involve additional costs. The customer should carefully review the settlement and delivery conditions before entering into an equity futures contract.
- (h) Day trading strategies involving equity futures contracts and other products pose special risks. As with any financial product, customers who seek to purchase and sell the same equity futures in the course of a day to profit from intra-day price movements ("day traders") face a number of special risks, including substantial commissions, exposure to leverage, and competition with

professional traders. The customer should thoroughly understand these risks and have appropriate experience before engaging in day trading. The customer should obtain a clear explanation of all commission, fees and other charges for which he/she will be liable. These charges will affect net profit (if any) or increase loss.

### 3. GENERAL:

#### 3.1 ASSETS HELD WITH BROKERS:

The customer should familiarize him/herself with the measures available for protecting from the risk of misappropriation or misuse of cash and securities held with the brokers. For such purpose, he/she may opt for UIN Information System (UIS) provided by National Clearing Company of Pakistan Limited (NCCPL). The customer should also provide correct mobile number/email address in order to receive SMS/e-Alerts services being provided by the NCCPL and Central Depository Company of Pakistan Limited (CDC) on each trade and movement of their securities.

Moreover, the customers should be aware of the protections given to money and securities deposited with the brokers, particularly in the event of a default by such broker or the broker's insolvency or bankruptcy. The customer recognizes that in such default/insolvency/bankruptcy scenario, the customer may recover his/her money and/or property to such extent as may be governed by relevant PSX Regulations and/or local laws in force from time to time.

#### 3.2 CUSTOMERS RIGHTS AND OBLIGATIONS:

The customer must understand their rights and obligations as well as the rights and obligations of the brokers specified under the PSX Regulations and the Standardized Account Opening Form, Know Your Client Form, Standardized Sub-Account Opening Form of CDC, and Agreement(s) of Leveraged Products (Margin Trading system, Margin Financing and Securities Lending and Borrowing), where applicable, and any other applicable Rules, Regulations, Guidelines, Circulars etc. as may be issued by SECP and PSX from time to time.

- (a) The customers should ensure that they deal through the registered branch and with the registered Agents/Traders/Representatives of the broker. The customer shall also verify such details from the website of PSX and Jamapunji ([www.jamapunji.pk](http://www.jamapunji.pk));
- (b) Customer at the time of establishing relationship with the brokers, should obtain a clear explanation of all brokerage, commission, fees and other charges for which customer will be liable to pay and these charges will affect net cash inflow or outflow;
- (c) It is obligatory for the brokers to issue contract note, in either electronic form or hard copy, by next working day of trading. The contract note shall contain all information relating to trade execution including commission and charges applicable on the customers. In case contract note is not issued, customer should inquire with broker immediately and in case the matter is not resolved, the same should be reported to the PSX;
- (d) The customers should match the information as per the contract notes with SMS/e-Alert received from CDC and/or NCCPL and may also verify from the UIS facility from the website of NCCPL.

## **UNDERTAKING**

I, the customer, hereby acknowledge that I have received this Risk Disclosure Document and have read and understood the nature of all risks and other contents and information provided in this document.

### **Signatures:**

Main Applicant

Joint Applicant 1

Participant/TREC Holder

APPLICANT'S SIGN

**FOR INTERNAL USE OF FOUNDATION SECURITIES (PVT) LIMITED**

Title of Account:

A/c No.:

Authorized Person:

Reference:

Commission Slab:

**MARGIN DETAILS AT THE TIME OF ACCOUNT OPENING**

1. PKRS. \_\_\_\_\_ vide Cheque / P.O / DD / TT #: \_\_\_\_\_ dated: \_\_\_\_\_ (Please attach copy of instrument)

2. Detail of Shares to be transferred.

Stock	Quantity	Transferor
1.		
2.		
3.		
4.		
5.		

Remarks (if any):


Sales Person:

Head of Sales:

Head of Operations:

Signature:

Signature:

Signature:

Approved / Not Approved to be signed by C.E.O. / G.M. Equities.

Chief Executive / G.M. Equities:



# Foundation Securities

A Fauji Foundation Group Company

Corporate Member: Pakistan Stock Exchange Limited  
TREC # 142 S.E.C.P Broker Registration #: BRK - 192

## REGISTERED OFFICE

Ground Floor, Bahria Complex II, M.T. Khan Road, Karachi-74000  
PABX: (92 21) 3561 2290-94, Toll Free 0800-TRADE (0800-87233)

Fax: (92 21) 3561 2262 Email: [info@fs.com.pk](mailto:info@fs.com.pk) URL: [www.fs.com.pk](http://www.fs.com.pk)

### Pakistan Stock Exchange Branch:

Room # 127, 3rd Floor,  
Karachi Stock Exchange Building,  
Stock Exchange Road.  
Tel: (92 21) 32462835-8  
Fax: (92 21) 32462696

### Lahore Office:

11-F/1, Main Gulberg,  
Jail Road, Lahore.  
Tel: (92 42) 35776821-29  
Fax: (92 42) 35776830

### Islamabad Office:

Office No. 1212, 12th Floor,  
ISE Towers, Jinnah Avenue,  
Islamabad.  
Tel: (92 51) 2895221-28  
Fax: (92 51) 2895229