

## For Partnership/Corporates

SUB-BROKER APPLICANT NAME:

TRADING MEMBER AFFILIATED TO:

No	Completeness of Application Form	Complete Y/N	Remarks
1	Registration Fee of Rs 1000/- By Favoring SEBI Valid till Ensure DD is Valid for next 4 months		
2	Application form for Registration with SEBI – ‘Form B’		
3	Recommendation letter to be given by the Trading Member on Letterhead – Form C		
4	Copy of Agreement between trading member and sub-broker on stamp paper as per Cir. Ref. No. NSE/INSP/5387, Dt.27-08-2004		
5	Reference letter from the Applicant’s Banker		
6	Reference letter from any other Third Party (Such as CA or Lawyer/Notary/other Stock Broker		
7	Declaration from Sub-Broker about Non-Conviction or presently not under trial for any offence#		
8	Undertaking from Sub-Broker about Dealing directly with investors#		
9	Confirmation from sub-broker that he has not applied through any other TM#		
10	Annexure J or K – Letter from Trading Member to NSE giving Undertaking about dealing in fake and forged shares by the sub-broker		
11	Annexure I – Letter from trading member undertaking to settle the obligations of the sub-broker		
12	Duly signed Copy of Board Resolution for appointment/ resignation of directors alongwith Form 32		
13	Annexure L – For Corporates - Shareholding Pattern		
14	Annexure L – For Firms – Sharing Pattern		
15	Annexure O – Certificate from sub broker relating to shareholding pattern and crossholding as per Cir.Ref. No. NSE/MEM/7157, dt. 09-02-2006#		
16	Registered Partnership Deed/ MoA & AoA Alongwith the Certificate of Incorporation		
	<b>Eligibility Criteria</b>	Complies Y/N	Remarks
17	Qualifications – Minimum HSC Passed OR SSC Passed along with Experience Certificate required in Capital Market for period not less than 2 years prior to 1992 <b>for all the partners/directors/</b>		
18	PAN card of the Firm/Corporate and <b>all the partners/directors</b>		
19	Proof of age (Either School Leaving / Birth / SSC Certificate / PAN card) – To be above 21 years of age for all the partners/ directors		
20	Proof of name change - if applicable (Certified Copy of Marriage Certificate/ Affidavit)		
21	Applicant/ Any Shareholder/ Partner/ or Director holding more than 10% is		
	Not a TM of the Exchange		
	Not a Dominant shareholder/ Partner of any other TM		
	Not an Authorised Person of any other TM		
	Not a Dominant shareholder/ partner of any other Authorised Person		
	Not a registered Sub-broker of any other TM		
	Not a dominant shareholder/ Partner of a registered Sub-broker		
	Not having a cross holding of 10% or more with any other TM/SB/AP		
	Not a director of the trading member		
	Not appearing in the JPC report		
	Not appearing in the NOC Excel Sheet		
22	Sub-Broker/ Any Shareholder/ Partner/ Director is:		
	Not a defaulter in any other Stock Exchange.		
	Not appearing in SEBI debarred Directors/ Vanishing Companies List		

	Cleared by Investigation/Inspection		
23	TM is not disabled or suspended or any disciplinary action has been taken		
24	Not appearing in CIS and Non CIS list		
25	Not appearing in CIBIL database		
<p>@ Check if the sub broker is an active AP in CM Segment, if application is returned, intimate TM and get date of disassociation of AP in CM Segment  # To be signed by applicant/ all partners/ all directors * All photocopies Should be duly certified by the Trading Member/CA/Trading Member</p>			

Checked by :

NOC Sent On:

DSU on:

(on the letterhead of the trading member)

NAME OF THE SUB-BROKER: \_\_\_\_\_

NAME OF THE AFFILIATING TRADING MEMBER: **SSJ HOLDINGS PVT. LTD**

SR. NO	Completeness of Application Form	BY	SUB BROKER CATEGORY
1	Registration Fee of Rs.1000/- By DD favouring. SEBI (Valid till _____)	SUB BROKER	ALL CATEGORY
2	Application form for Registration with SEBI - 'Form B'	SUB BROKER	ALL CATEGORY
3	Recommendation letter to be given by the Trading Member on letterhead - 'Form C'	BROKER	
4	Copy of agreement between trading member and sub-broker on stamp paper as per Cir. Ref. No.NSE/INSP/5387, Dt.27-08-2004.*	BOTH	ALL CATEGORY
5	Reference letter from the Applicant's banker and any other Third Party (such as CA or Lawyer/Notary/other stock broker)	SUB BROKER	ALL CATEGORY
6	Declaration from Sub-broker about non-conviction or presently not under trial for any offence #	SUB BROKER	ALL CATEGORY
7	Undertaking from Sub-broker about dealing directly with investors #	SUB BROKER	ALL CATEGORY
8	Confirmation from sub-broker that he has not applied through any other TM#	SUB BROKER	ALL CATEGORY
9	Duly signed copy of Board resolution for appointment / resignation of directors alongwith Form 32 *	SUB BROKER	CORPORATE
10	SEBI Registration Certificate of Sub-broker if affiliated with TM of other Exchange*	SUB BROKER	(IF REGD. WITH MEMBER OF OTHER EXCHANGE)
11	If affiliated , NOC from such broker	SUB BROKER	(IF REGD. WITH MEMBER OF OTHER EXCHANGE)
12	SEBI fees payment proof if Broker of another Exchange or affiliated as a sub-broker to trading member of other Exchange*	SUB BROKER	(IF REGD. WITH MEMBER OF OTHER EXCHANGE)
13	Annexure 'J' or <del>K</del> Letter from Trading member to NSE giving undertaking about dealing in fake and forged shares by the sub-broker	BROKER	
14	Annexure 'I' - Letter from trading member undertaking to settle the obligations of the sub-broker	BROKER	
15	Annexure 'O' - Certificate from subbroker relating to shareholding pattern and dominant group and crossholding#	SUB BROKER	ALL CATEGORY
16	Annexure 'L' - For Corporates - Shareholding pattern	SUB BROKER	CORPORATE
17	Annexure 'L' - For Firms - Sharing pattern	SUB BROKER	PARTNERSHIP FIRM
18	Annexure 'M' - Details of dominant promoter group	SUB BROKER	CORPORATE / FIRM
19	Annexure 'N' - Undertaking from Spouse of DP	SUB BROKER	IF APPLICABLE (CORPORATE / FIRM)
20	Registered Partnership Deed/MOA & AOA*	SUB BROKER	CORPORATE / FIRM
21	Qualifications - Minimum HSC Passed - Proof required (Atleast 2 Dir. / Partners)*	SUB BROKER	ALL CATEGORY
22	Proof of age (Either School leaving / Birth / SSC certificate/ PAN card) - To be above 21 years of age*	SUB BROKER	ALL CATEGORY
23	NCFM CERTIFICATE	SUB BROKER	ALL CATEGORY
#to be signed by applicant / all partners as per partnership deed / authorised directors			
*All photocopies should be duly certified by the trading member/ CA/ Notary			

Points to be noted while filling application:

- 1) DD/Payorder should be favouring SEBI, payable at Mumbai.
- 2) **FORM B** - Application form to be completely filled in. Whichever clause is Not applicable, please put N.A.
- 3) **FORM C** – To be given by Trading member on their letterhead. Complete SEBI registration No. of trading member is to be mentioned below the signature of the trading member
- 4) **Copy of Broker – Sub-broker agreement** : Copy of Broker Sub-broker agreement on stamp paper to be certified as true copy on all pages by TM.
- 5) **Declaration about Non-conviction**: The Sub-broker applicant is required to give a declaration that they have not been convicted in the past and presently are not under trial for any offence involving fraud and dishonesty. In case of a corporate / Partnership firm, all the Directors/ Partners have to give such declaration individually for themselves and for the company/firm.
- 6) **Board resolution (in case of corporate applicants)** – The sub-broker applicant is required to give a board resolution along with Form 32 filed with the R.O.C. for any resignation or appointment of Directors.
- 7) If sub-broker applicant is a trading member of another Exchange, the Turnover details certified by that Exchange in Annexure 'C' as specified by SEBI.
- 8) **Annexure 'O'** is required to be submitted by all sub-broker applicants including individuals.
- 9) **Annexure 'M'** – Dominant promoter group to consist of **only one** Shareholder/Partner who can take the support of spouse, if required.
- 10) **Partnership deed** to be registered.
- 11) **Proof of age** – Copy of PAN Card/Driving Licence/School leaving certificate/SSC Certificate certified by Trading Member is required.
- 12) **Proof of Qualification**: Minimum H.S.C. required

**FORM B**  
**SECURITIES AND EXCHANGE BOARD OF INDIA**  
**(Stock Brokers and Sub-Brokers) Regulations 1992**  
**(Regulation 11)**  
**APPLICATION FORM FOR REGISTRATION AS A SUB-BROKER**  
**WITH SECURITIES AND EXCHANGE BOARD OF INDIA**

- 1.Name of applicant sub-broker :
- 2.Trader name of sub-broker, firm, corporate body.
- 3.Form of organisation - sole proprietorship, partnership, corporate body. Please give names of proprietor, all partners, directors etc.

4.Educational qualifications of proprietor, partners, directors etc.

<u>Name</u>	<u>Status</u>	<u>Qualifications</u>
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5.Name of the member-broker and the Stock Exchange to which applicant is affiliated.

6.Date of acquiring sub-brokership

7.Infrastructure arrangements - indicate fax, telex, phones, number of offices and residential numbers. Also indicate the number of employees.

Office Address

Phone No

Telex No

Fax No

Residential phone nos. of proprietor, partners, directors etc.

8.Number of branch offices and their location with phone, telex and fax numbers

I certify that the information given in this application form is true to the best of my/our knowledge and belief.

Recommendation letter from the stock broker to whom I/we am/are affiliated and two references, including one from the banker as required are enclosed.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Recommendation of the Stock Exchange

This is to certify that \_\_\_\_\_ is a recognised sub-broker affiliated to \_\_\_\_\_ member-broker of this Exchange.

The application is recommended/not recommended for registration by the Board.

**AUTHORISED SIGNATORY**

Signature

\_\_\_\_\_ Stock Exchange.

**FORM C**  
**SECURITIES AND EXCHANGE BOARD OF INDIA**  
**(Stock Brokers and Sub-Brokers) Regulation 1992**

**RECOMMENDATION LETTER TO BE GIVEN BY THE MEMBER WITH  
WHOM THE SUB-BROKER IS AFFILIATED**

To,  
The \_\_\_\_\_ Stock Exchange

Dear Sirs,

I/We understand that \_\_\_\_\_ son of \_\_\_\_\_ aged \_\_\_ years, residing at \_\_\_\_\_ and attached to me at \_\_\_\_\_ for carrying on the shares and securities business as a sub-broker. I/we confirm that \_\_\_\_\_ is transacting business through me for a period from \_\_\_\_\_ and he is a fit and proper person to be registered as a sub-broker.

I/We also confirm that he is known to me/us for well over \_\_\_ years and he has got good financial background, moral character and integrity. He has been transacting business frequently and was meeting the market commitments as and when they arise.

I/We hereby recommend his application for granting registration for carrying on shares and securities business as sub-broker. I/We also wish to state that whatever the information that has been submitted is true to the best of my/our knowledge and if at a later date if any material information comes to my/our knowledge subsequent to the submission of this application, I/We undertake to keep informed about the same.

I/We member/s of \_\_\_\_\_ Exchange hereby agree to recommend the above mentioned applicant.

Yours faithfully

Signature of Member/s

## ANNEXURE 'I'

(LETTER TO BE SUBMITTED BY THE TRADING MEMBER)

To,

National Stock Exchange of India Ltd.  
Exchange Plaza  
Bandra Kurla Complex  
Bandra (East)  
Mumbai-400051.

Dear Sirs,

Sub. : Registration of my/our Sub-broker M/s. \_\_\_\_\_

I/We hereby undertake to comply with and abide by all the requirements of SEBI (Stock Brokers and Sub-Brokers) Regulation 1992 as well as all the requirements of NSEIL in this regard as may be laid down from time to time.

I/We further undertake to ensure the settlement and honour of all the deals entered into by us as the trading member of the exchange which orders/deals may have originated from M/s. \_\_\_\_\_ whom we are recommending to NSEIL/SEBI to be accorded recognition as our sub-broker.

In the event of failure or otherwise of M/s. \_\_\_\_\_ to settle and honour the deals entered into by the said sub-broker i.e. M/s. \_\_\_\_\_ through me/us, we shall be liable to discharge the obligations/liabilities arising out of the said transactions.

Yours faithfully

Signature of the trading member  
(SEBI Regn.No.: \_\_\_\_\_)

**ANNEXURE 'J'**  
(on the letterhead of the trading member)

The Membership Department  
National Stock Exchange of India Ltd. (NSEIL)  
Exchange Plaza  
Bandra Kurla Complex  
Bandra (East)  
Mumbai-400051.

Dear Sir,

Sub: Registration of my/our Sub-broker M/s. \_\_\_\_\_.

This has reference to our recommendation of M/s. \_\_\_\_\_ as our sub-broker to the NSEIL for registration of their application with the SEBI.

In this regard, I/We hereby declare and confirm that M/s. \_\_\_\_\_ has not, at any time in the course of his/their business with us, introduced or otherwise dealt with fake, forged, stolen, counterfeit, etc. shares and securities in the market.

I/We further undertake that if at a later date any additional material information in this regard comes to my knowledge, I/We shall forthwith communicate the same to the Exchange in writing.

Date: \_\_\_\_\_

Place: \_\_\_\_\_

\_\_\_\_\_  
**Name, Signature & Seal \***  
(SEBI Regn. no. \_\_\_\_\_)

\* Should be signed by the Proprietor/Partner/Director of trading member

**ANNEXURE 'K'**  
(on the letterhead of the trading member)

The Membership Department  
National Stock Exchange of India Ltd. (NSEIL)  
Exchange Plaza  
Bandra Kurla Complex  
Bandra (East)  
Mumbai-400051.

Dear Sir,

Sub: Registration of my/our Sub-broker M/s. \_\_\_\_\_.

This has reference to our recommendation of M/s. \_\_\_\_\_ as our sub-broker to the NSEIL for registration of their application with the SEBI.

In this regard, I/We hereby declare and confirm that M/s. \_\_\_\_\_ has in the course of his/their business with us, introduced or otherwise dealt with fake, forged, stolen, counterfeit, etc. shares and securities in the market, details of which are as follows:

Security details	Exchange on which introduced	Settlement no. (period)	No. of shares	Amount	Reasons for return	Action taken whether defect rectified (give details)	Explanation given by sub-broker applicant (give details)

I/We further undertake that if at a later date any additional material information in this regard comes to my/ our knowledge, I/We shall forthwith communicate the same to the Exchange in writing.

Date: \_\_\_\_\_

Place: \_\_\_\_\_

\_\_\_\_\_  
**Name, Signature & Seal \***  
(SEBI Regn. no. \_\_\_\_\_)

- Should be signed by the Proprietor/Partner/Director of trading member

**IN CONTINUATION TO CIRCULAR NO : 168 NSE/MEM/1708 DATED JUNE 19, 2000**

**REVISED ANNEXURE 'O' AS ON 09<sup>th</sup> February, 2006**

**ANNEXURE-'O'**

**FORMAT OF CERTIFICATE TO BE FURNISHED BY APPLICANT  
FOR REGISTRATION AS SUB-BROKER**

From:

The name and address of the sub-broker

To:

The Managing Director,  
National Stock Exchange of India Ltd.  
Exchange Plaza  
Bandra Kurla Complex,  
Bandra East  
Mumbai 400051

Dear Sir,

1) The share holding pattern/sharing pattern of the company/Firm as on \_\_\_\_\_ is given in Annexure: L1. There has been no change in the shareholding/sharing pattern of the Company/Firm after this date. (for Firms and Corporates).

The applicant, or any of the shareholders of the company do not directly or indirectly, singly or jointly, have an equity holding of 10% or more and /or any share in his/her name and/or jointly with any of his/their close relatives in any other trading membership of NSE or any sub broker of a member of NSE or vice-versa. (for Corporates)

OR

Any of the Partners in the Firm, or do not directly or indirectly, singly or jointly, have an equity holding of 10% or more and /or any share in his/her name and/or jointly with any of his/their close relatives in any other trading membership of NSE or any sub broker of a member of NSE or vice-versa. (for Firms)

OR

Myself / any of the partners of the firm in which I am a partner/any of the promoters or dominant shareholders of the company in which I have a controlling interest, do not directly or indirectly, singly or jointly, have an equity holding of 10% or more and /or any share in my name and/or jointly with any of my close relatives in any other trading membership of NSE or any sub-broker of a member of NSE. (for Individuals)

We hereby state that the information given above is true, correct and complete to the best of our knowledge and information. We also state that no relevant material fact has been suppressed. We agree that in the event of any of the above statements being found false, incorrect or incomplete, we recognise that NSE may take any action as it may deem fit, including recommending to SEBI for cancellation of our registration as sub-broker. We also agree to provide NSE with all such documents as may be called for and be required from time to time by NSE or the member with whom we are affiliated as a sub-broker.

Place:

Date :

\*\* Signature(s)

\*\* TO BE SIGNED BY :

Managing Director/ Whole Time Director and :

à any other Whole Time director, or

à any other directors authorised by the Board. (submit copy of the relevant Board resolution)

Any Two working partners of the firm.

**Annexure : L1(For Corporates)**  
**Certificate dated \_\_\_\_\_**  
**submitted by \_\_\_\_\_ to NSEIL**

SHARE HOLDING PATTERN of \_\_\_\_\_ as on \_\_\_\_\_

Sr. no.	Name #	Number of Shares held	Amt paidup	%age of total
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
Others @		-----	-----	-----
TOTAL		=====	=====	100 %
		=====	=====	=====

**NOTES :**

# In case of

à body corporate give similar details thereof separately.

à partnership firm give names of all partners and the sharing pattern.

à HUF give names of Karta and co-parceners.

@ Persons holding 2% or more of the paid up capital should be shown separately and not clubbed in Others.

Date:

Place:

Signature(s)

**CERTIFICATE**

This is to certify that the Shareholding in \_\_\_\_\_ as given above, based on my/ our scrutiny of the books of accounts, records and documents is true and correct to the best of my/our knowledge and as per information provided to my/our satisfaction.

Place:

For (Name of Accounting Firm)

Date:

Name of Partner

Chartered Accountant  
Membership Number

**Annexure : L1(For Firms)**  
**Certificate dated \_\_\_\_\_**  
**submitted by \_\_\_\_\_ to NSEIL**

SHARING PATTERN of \_\_\_\_\_ as on \_\_\_\_\_

Sr. no.	Partner	Capital in the Firm	Share in Profits	Share in Losses
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
-----		-----	-----	-----
---				
TOTAL			100 %	100 %
		=====	=====	=====

Date:

Place:

Signature(s)

**CERTIFICATE**

This is to certify that the Capital and Sharing Pattern of \_\_\_\_\_ as given above, based on my/ our scrutiny of the books of accounts, records and documents is true and correct to the best of my/our knowledge and as per information provided to my/our satisfaction.

Place:

For (Name of Accounting Firm)

Date:

Name of Partner

Chartered Accountant  
 Membership Number