

❖ DOCUMENTS REQUIRED FOR SUB-BROKER REGISTRATION (NSE) :

For Individual

- FORM B
- FORM C
- AGREEMENT (on Rs 100 Stamp Paper)
- **BANK LETTER**
- **CA/CS/LAWYER/NOTARY LETTER**
- **DECLARATION ABOUT NON CONVICTION**
- **DEALING DIRECTLY WITH INVESTOR**
- **CONFIRMATION FROM SUB-BROKER (APPLICATION DETAIL)**
- ANNEXURE 'J' OR ANNEXURE 'K'
- ANNEXURE 'T'
- **ANNEXURE O**
- ANNEXURE '3'
- **ADDRESS PROOF (OFFICE AND RESIDENTIAL) (RENT AGREEMENT if applicable)**
- **QUALIFICATION PROOF (minimum 10th {S.S.C.}pass)**
- **PAN CARD**

FOR PARTNERSHIP FIRM / CORPORATE :

- FORM B
- FORM C
- AGREEMENT
- **BANK LETTER (for all Partner & Firm)**
- **CA/CS/LAWYER/NOTARY LETTER (for all Partner & Firm)**
- **DECLARATION ABOUT NON-CONVICITION**
- **DEALING DIRECTLY WITH INVESTOR**
- **CONFIRMATION FROM SUB-BROKER (APPLICATION DETAIL)**
- ANNEXURE 'J' OR ANNEXURE 'K'
- ANNEXURE 'T'
- **ANNEXURE O**
- ANNEXURE 3
- **ADDRESS PROOF (OFFICE AND RESIDENTIAL) (RENT AGREEMENT if applicable)**
- **ANNEXURE 'L'**
- **PARTNERSHP DEED**
- **REGISTER OF FIRM "FORM-G"**
- **QUALIFICATION PROOF (all partner)**
- **PAN CARD (firm & all partner)**

- **HIGHLIGHTED DOCUMENTS TO BE SUBMITTED BY THE SUB-BROKER**

(On CA letterhead)

TO WHOMSOEVER IT MAY CONCERN

This is to confirm that I know Mr. / Mrs. / Ms. **Name of SUBBROKER / FIRM** having registered office at **OFFICE ADDRESS** for the past (**period**) years.

I am aware that Mr. / Mrs. / Ms. **Name of SUBBROKER / FIRM** proposes itself as a sub-broker with SEBI for the operations in Capital Market / Derivative Market.

In my opinion, they are honest, rational and sincere persons with sound financial position. I certify that, to the best of my knowledge and belief they are the persons who can be entrusted with the work which requires complete integrity and financial responsibility.

The said reference is given on specific request of Mr. / Mrs. / Ms. **Name of SUBBROKER / FIRM,** to be furnished before the Authorities towards registration as a Sub-Broker.

Date : **DD/MM/YYYY**

Place :

For,

Chartered Accountants

(Proprietor / Partner)

Membership No. _____

(ON THE LETTERHEAD OF SUB BROKER)

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

Respected Sir,

Sub : Undertaking about dealing directly with investor

I **(SUBBROKER NAME)** of An Individual further undertake that I will deal directly with investors and not through any other sub-broker on registration with SEBI.

I am not affiliated to any other member/sub-broker of NSE and have no direct or Indirect interest or dealing any other member/sub-broker firm.

I have confirmed that I have not submitted sub- broker application through any other Trading member of NSE.

Yours faithfully,

Place :
Date : DD/MM/YYYY

(SUB-BROKER NAME)

An Individual

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 :
3.Form of organisation :.
4.Educational qualifications :
Name :
Status :
Qualification :
5.Name of the member-broker and the :.
Stock Exchange to which applicant
Affiliated :
6.Date of acquiring sub-broker ship :
7.Infrastructure arrangements
Office Address :
Phone No :
8.Number of branch offices :

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 (NAME) is a recognised sub-broker affiliated to Max Stock Broking Pvt. Ltd. member - broker of this Exchange.

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

AUTHORISED SIGNATORY

Signature

National Stock Exchange.

(ON THE LETTERHEAD OF SUB BROKER)

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

Dear Sir,

Sub : Declaration from the applicant Sub-broker about non-conviction or presently Not under trial for any offence

I hereby declare that

- No court case/s pending against me and I am not presently under trial for any offense
- I have not been at any time convicted of any offence (including economic offenses) involving fraud or dishonesty or financial irregularities nor any censor or any penalty has been imposed by regulatory agencies such as SEBI, RBI, Department of Company affair or any other such Regulatory body
- I am not involved in litigations, suits or proceedings connected with Capital Market and economic offences.
- I hereby declare and confirm that I have not, any time in the course of my Business. Introduced or otherwise dealt with fake, forged, stolen, counterfeit etc. shares and securities in the market.

Yours faithfully,

Place :
Date : DD/MM/YYYY

(SUB-BROKER NAME)

An Individual

On the BANK letterhead

DATE : DD/MM/YYYY

TO WHOMSOEVER IT MAY COMCERN

This is to certify that Mr. / Mrs. / Ms **NAME OF SUBBROKER / FIRM** is maintaining a Saving Account Number **0123456789** with **BANK NAME** in **BRANCH NAME.**

Address in the Saving Account is **address of subbroker or firm** and the account opening date is **DD/MM/YYYY.**

This certificate is issued at the specific request of the customer and without any risk or responsibility on part of the Bank of the Official signing it.

For,

Bank Name

Authorized Signatory

(ON THE LETTERHEAD OF SUB BROKER)

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

Respected Sir,

Sub: Application detail

I / We hereby confirm that I (**SUB-BROKER NAME**) have not applied through any other trading member for the registration of the sub-broker of NSE.

Yours faithfully,

Place :
Date : DD/MM/YYYY

(**SUB BROKER NAME**)
An Individual

ANNEXURE 'O'

FORMAT OF CERTIFICATE TO BE FURNISHED BY SUB-BROKER

From:

The name and address of the sub-broker

To:

The Manager,
Membership Department,
National Stock Exchange of India Limited,
'Exchange Plaza', C-1, Block G,
Bandra-Kurla Complex,
Bandra (E). Mumbai – 400 051.

Dear Sir,

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, any of the shareholders of the company do not directly or indirectly, singly or jointly, have an equity holding of 51% or more and /or any share in his/her name and/or jointly with any of his/their close relatives in 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 51% or more and /or any share in his/her name and/or jointly with any of his/their close relatives in 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 51% or more and /or any share in my name and/or jointly with any of my close relatives in 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)

ANNEXURE : L (FOR FIRMS)

Certificate dated _____
submitted by _____ to NSEIL

SHARING PATTERN of. M/s. (name of sub-broker) as on _____

Sr. no.	Name of the Partner \$	Capital in the Firm (Rs.)	Share in Profits & Losses (%)
1.			
2.			
3.			
4.			
5.			

\$ All initials to be expanded

Date:

Place:

Signature(s) of partner(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:

Date:

Name of Partner

For (Name of Accounting Firm)

Chartered Accountant
Membership Number

ANNEXURE: L (FOR CORPORATES)

Certificate dated _____
submitted by _____ to NSEIL

SHARE HOLDING PATTERN of M/s. (name of sub-broker) as on _____

Sr. no.	Name \$	Number of Shares held	Paid up value per share Rs.	Amt paid-up Rs.	% age of total
1.					
2.					
3.					
4.					
5.					
Others					
TOTAL					100%

\$ All initials to be expanded

NOTES:

1. In case of bodies corporate holding 2% or more of the paid up capital in the trading member entity, the details of their shareholding shall also be furnished in the same format as given above
2. HUF give names of Karta and co-parceners.
3. Persons holding 2% or more of the paid up capital should be shown separately and not clubbed in Others.

Date:

Place:

Authorised Signatory/Director (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:
Accounting Firm)
Date:

For (Name of
Name of Partner

Chartered Accountant

Membership Number