

## Equity Checklist - "Unregistered-TRUST"

*"One set of each document"*

Note :

- A) Trading account is opened in the name of TRUST and Demat account is opened in the name of TRUSTEES. Hence, please fill two separate KYC forms for Trading and Demat account.
- B) In DP form, correspondence address should be same as TRUST in Trading Form whereas Permanent address should be of individual TRUSTEES.
- C) Bank account details shall be that of TRUST in both Trading and DP KYC forms.
- D) In DP form on page no. 16, PAN no. of TRUST is required to be filled for all holders (TRUSTEES).

1.	- <b>Certificate of Registration of Trust under the Society Registration Act / Public Trust Act 1860 / Bombay Public Trust Act 1950 / Public Trust Act, of relevant state.</b>
2.	- <b>Board Resolution on company letter head for opening DP/Trading Account - <i>(Format Enclosed)</i></b>
3.	- <b>List of Authorized Signatories on company letter head - <i>(Format Enclosed)</i></b>
4.	- <b>List of All Directors on company letter head - <i>(Format Enclosed)</i></b>
5.	- <b>Copy of PAN Card – TRUST</b>
6.	- <b>Address Proof of TRUST (Any One)</b> a) Bank Statement / Passbook with latest transaction details for 3 months b) Electricity bill (Not more than 3 months old) c) MTNL/BSNL landline telephone bill (Not more than 3 months old) d) Proof of address issued by Statutory / Regulatory Authorities / Central-State Govt.
7.	- <b>Individual Copy of PAN card ALL Trustee (s)/Authorized Trustee(s)</b>
8.	- <b>Address proof of Trustee(s)/Authorized Trustee(s) duly self attested by him/her self (Any One)</b> a) Passport (Validity period to be checked) b) Voter ID Card c) Driving License (Validity period to be checked) d) AADHAAR Card e) Bank Statement / Passbook with latest transaction details for 3 months f) Ration Card g) Electricity bill (Not more than 3 months old) h) Residence MTNL/BSNL landline telephone bill (Not more than 3 months old) i) Identity card/document with address, issued by any of the following: Central/State Government and its Departments, Statutory/Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions, Colleges affiliated to Universities and Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council etc., to their Members.
9.	- <b>Bank Proof of TRUST (Any One)</b> a) Cancelled Cheque (With client name and A/c no. pre-printed) b) Latest Bank Statement/Passbook with MICR & IFSC code printed (Not more than 3 months old) c) Bank Verification Letter ( <b>ORIGINAL</b> )
10.	- <b>Copy of TRUST "Balance Sheet" for the last 2 financial years (to be submitted every year)</b>
11.	- <b>DEED of TRUST</b>
12.	- <b>Rs. 500 cheque in the name of "Emkay Global Financial Services Limited" - Account opening charges</b>
13.	- <b>Incase of other DP client master copy duly attested with stamp by DP official &amp; self attested by BO require</b>

Note :

- a) All TRUST documents should be certified by authorized Trustee(s)/signatory(s) with TRUST stamp
- b) All Individual TRUSTEE's documents would be self attested by him/her self without stamp
- c) IPV (In Person Verification) would be done by concern Branch/Franchisee/RM/BM.
- d) Register office address of TRUST is mandatory to be field in KYC form

*Board Resolution - On Letter Head*

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED IN THE MEETING OF THE BOARD OF TRUSTEES OF \_\_\_\_\_ AND HAVING ITS REGISTERED OFFICE AT \_\_\_\_\_ HELD ON \_\_\_\_\_ DAY OF \_\_\_\_\_, 20 \_\_\_\_ AT \_\_\_\_\_

RESOLVED THAT a trading & demat account in the name and style of \_\_\_\_\_ be opened with M/s. Emkay Global Financial Services Ltd., Member of the National Stock Exchange of India Ltd. (NSE), Bombay Stock Exchange Ltd. (BSE), MCX Stock Exchange Limited (MCS-SX) and Depository Participant with Central Depository Services (India) Limited (CDSL) etc. for the purpose of dealing on Capital Market/Cash segment, Derivatives / Futures & Options segment or any other segment that may be introduced by BSE/NSE/MCS-SX and to open Demat Beneficiary Owner (BO) Account with M/s. Emkay Global Financial Services Ltd., in future and the said trustees be and are hereby authorized to honour instructions, oral or written, given on behalf of the Trust by any under noted authorized signatories:-

Sr no.	Name	Designation
1.		
2.		
3.		

Who is/are **Singly/Jointly/Severally** authorized to sell, purchase, endorse, negotiate and/or otherwise deal through M/s. Emkay Global Financial Services Ltd., on behalf of the Trust.

RESOLVED FURTHER THAT Mr. \_\_\_\_\_ Trustee and/or Mrs. \_\_\_\_\_ Trustee and/or \_\_\_\_\_ Trustee Be and are hereby **Singly/Jointly/Severally** authorized to sign, execute and submit such applications, agreements, undertakings and other requisite documents, writings and deeds as may be deemed necessary or expedient to open account and give effect to this resolution.

FOR, \_\_\_\_\_

Mr./Mrs. \_\_\_\_\_  
Trustee

Mr./Mrs. \_\_\_\_\_  
Trustee

Mr./Mrs. \_\_\_\_\_  
Trustee

## List of Authorized TRUSTEE

Sr. no.	Name	Photo	Specimen Signature with TRUST Stamp
1.			
2.			
3.			

For \_\_\_\_\_

Mr./Mrs. \_\_\_\_\_  
**Trustee**

Mr./Mrs. \_\_\_\_\_  
**Trustee**

Mr./Mrs. \_\_\_\_\_  
**Trustee**

List of ALL TRUSTEE as on\_\_\_\_\_

Sr. no.	Name	Designation
1.		TRUSTEE
2.		TRUSTEE
3.		TRUSTEE
4.		TRUSTEE

For\_\_\_\_\_

Mr./Mrs. \_\_\_\_\_  
Trustee

Mr./Mrs. \_\_\_\_\_  
Trustee

Mr./Mrs. \_\_\_\_\_  
Trustee