

Account opening Process by TCL

Procedure to open an account via Physical Mode : One can open an account via physical mode i.e. hard copy as well. To open an account via physical mode, the prospective client will need to submit a duly filled and signed account opening form along with all the supporting documents such as Identity proof, address proof, financial proof and other corresponding documents (based on the type of entity i.e. individual / non-individual). The prospective client will also be required to mandatorily undertake necessary due diligence and In-Person Verification in accordance with the guidelines prescribed by SEBI/stock exchanges/depositories. The account opening form is readily available at the TCL office/website, details of which are available on www.timecapital.in .

We follow the below mentioned step by step procedure for opening a trading / demat account:

- Check and verify the account opening form along with supporting document i.e. (duly filled AOF, POI (proof of identity), POA (proof of address), signature, nomination form, bank details brokerage/charges structure etc.).
- Verify the PAN (Permanent Account Number) AND Aadhar details through Income Tax/UID website and also check the seeding status.
- Fetch the KYC/KRA details through NDML KRA / CKYC Website with consent of the client. If not found, we capture the details of client to KYC/KRA Portal and do the new KYC formalities by Maker & Checker mechanism.
- Next, we capture and verify the details of the demat account to DPM software of NSDL to open the demat account as per the client's information i.e. (PAN / Aadhar / address / DOB / bank details / nomination / POA / signature / mobile no / Email id / income range etc.)
- We generate the UCC (unique client code) by capturing and verifying the details of the trading account from our back office, (Shilpi Computers) and create batches to upload on the NSE website: [Member Portal \(connect2nsccl.com\)](http://Member Portal (connect2nsccl.com)) for the activation of trading account.
- After generating the beneficiary demat account number and UCC, we send a confirmation to the client with a welcome letter and a copy of verified AOF by registered post / email.

All the rules and regulations as prescribed by the exchanges/depository/SEBI and other relevant authorities are duly followed.

***** THANK YOU *****