



RUDRA SHARES & STOCK BROKERS Limited (RSSBL)

Policy for Inactive / Dormant account

Policy for Inactive / Dormant account:

This Policy defines the treatment of Inactive/ Dormant accounts of the clients maintained with the Company.

Definition of Inactive/ Dormant accounts:

In case of trading account the term Inactive / Dormant account refers to such account wherein no transaction (buy / sell) have been carried out by the account holder since last 12 (twelve) continuous calendar months, the account will be marked as "INACTIVE / DORMANT" on nearest to 12 months.

Transaction in Inactive/ Dormant Trading Accounts:

Inactive/Dormant accounts identified based on the above criteria shall be flagged as such in RSSBL's record. RSSBL reserves the right to freeze/deactivate such accounts and shall not permit to carry out any fresh transactions in such account. The clients account would be reactivated only after undertaking proper due diligence process and fulfillment of such conditions as may be deemed fit, in the cases where the account has been frozen/deactivated.

The client's request through letter/registered email ID may be impressed upon to reactivate the account or carry out any fresh transactions in inactive/dormant accounts.

Process for reactivation of Inactive / dormant account which are inactive for 12 continuous months:

For re-activation, the client needs to submit a request to reactivate his/her account -

In case there is any change in the information such as; correspondence address and /or permanent address, bank details, mobile number, email id, financial disclosure etc provided in KYC at the time of registration as client, the same has to be submitted along with the request. If no any change in the information, the Client follow any of the below processes -

1. Client can give the duly signed request in writing at any of the branch / main office / trading outlets with afresh with updated financial information required for trading. The Client may also courier / post the same for activation of account, or
2. Client can also send an email from registered mail id for reactivation request.

Process for reactivation of Inactive/ dormant account which are inactive on account of Risk Management Policies / Non Compliance as per Rules, Bye laws, Circulars and Guidelines issued by SEBI, Exchanges is same as above.

On verification of the same the Compliance Officer / risk department in-charge can authorize the activation of such Inactive Accounts subject to Rules, Bye laws, Circulars and Guidelines issued by SEBI, Exchanges and Internal Management Policies.

Consequences of Inactive Account

On a client being declared inactive, the client's funds and demat account shall be settled.

Settlement of client account needs to be done as per the periodicity (monthly/quarterly) by the client and his/her assets (funds, securities or any other collateral) be returned to him/her and statement needs to be sent to client. Proof of sending the statements of settlement of accounts has to be maintained. Settlement of client account needs to be done at least once in a calendar quarter. In case of internal.

Approval Authority:

This policy shall be approved by its Board of Directors; the policy may be reviewed as and when there are any changes introduced by any statutory authority or as and when it is found necessary to change on account of business needs and Risk Management Policy.

Policy Communication:

A copy of this policy shall be made available to all relevant staff/persons such as Compliance Officer / Department in charge of registration of clients.

Further , a copy of the policy has to be displayed on our website.

Disclaimer: The above stated policy may vary depending on various rules, regulations and bye laws as may be prescribed by SEBI, exchanges or any other authority or as per internal policy of RSSBL from time to time. This Policy for dormant accounts is over and above the transaction monitoring in Dormant account as per Anti-Money laundering Policy of the Company.