

## **Annexure II:**

### **Format of Letter requesting activation of administrator user in NSCCLs Clearing Management System (NCMS)**

Date:

The Assistant Vice President  
NSCCL - Securities Department  
NSE Exchange Plaza  
Mumbai - 400051

Dear Sir/ Madam,

#### **Sub: Activation of account in NSCCL Clearing Management System (NCMS)**

We are interested in availing the facilities provided through the NSCCL Clearing Management System (NCMS). We therefore request you to activate our account and provide us necessary access in the said interface.

Please find below the necessary details as required:

<b>S No</b>	<b>Particulars</b>	<b>To be filled by the Member</b>
1.	Trading Member Code	
2.	Member Name	
3.	Contact Person (The account details will be sent to this person)	
4.	Address for Communication with Pin Code	
5.	Phone Number with STD Code	
6.	Mobile number of contact person	
7.	Company email address	
8.	Fax Number with STD Code	

Note: This application is only for administrator login in NCMS – CM segment.

We hereby authorize NSCCL to act upon the instructions sent through the interface and we shall be solely responsible for any errors pertaining to data entry from our end.

We would request you to advise us the account details allotted to us for this purpose at the above mentioned email address.

Yours sincerely,

Authorized Signatory

Name:

Designation:

