**CHECKLIST OF REQUIREMENTS FOR REGISTRATION OF NEW MEMBERS**

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| **Sr.** | **Documents** | **Tick the box** |
| **I** | **Exchange Application Form** |  |
|  | **To be given on letter-head of the applicant** |  |
|  | Each page of the form/ annexures attached thereto to be duly stamped and signed by the designated directors/authorized signatories. |  |
|  | If any information is not applicable, "Not applicable/N/A" to be mentioned. |  |
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| **II.** | **Application form for registration - Form A/ AD** |  |
|  | To be given on plain paper. |  |
|  | Each page should be signed and stamped by authorized signatories as per Board Resolution |  |
|  | Declaration of the trading member and the Recommendation of the Exchange should be on the same page. |  |
|  | Date of admission to Membership should be left blank |  |
|  | Form A to be provided for trading membership and Form AD for clearing membership |  |
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| **III.** | **Form H2 - Additional information** |  |
|  | To be given on plain paper. |  |
|  | Each page should be stamped and signed by the authorized signatories as per Board Resolution. |  |
|  | Declaration of the trading member and the Certification of the Exchange should be on the same page. |  |
|  | In point no. 1. Name of the Stock Exchange should be mentioned as ‘National Stock Exchange of India Ltd.’. |  |
|  | Point no. 2b should be left blank. |  |
|  | Date of admission to Membership of the Stock Exchange should be kept blank. |  |
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| **IV** | **Networth Certificate certified by Practicing Chartered Accountant (PCA)** |  |
|  | To be given as per the format prescribed by the Exchange  - As per L.C. Gupta networth computation  -If the applicant is regulated by sectoral regulator other than SEBI, the networth may be computed in the manner as specified by such sectoral regulator. |  |
|  | The figures reported in Computation of net worth should tally with the relevant figures as reported in the Audited Financial Statements. {Date of Financial Statements should not older than 6 months from the date of submission of the application} |  |
|  | The certification of the PCA should not be older than 6 months from the date of submission of application. |  |
|  | To be on the letterhead of certifying PCA |  |
|  | PCA who is certifying the Financials and Networth certificate should not be associated with the applicant entity in any manner apart from professional association. |  |
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| **V** | **Shareholding pattern and details of directors certified by Practicing Chartered Accountant/Company Secretary** |  |
|  | To be given as per the format prescribed by the Exchange, stamped and signed by the authorized signatories and duly certified by PCA/PCS. |  |
|  | The certification of the PCA/PCS should not be older than 6 months from the date of submission of application. |  |
|  | To be on the letterhead of the applicant/corporate shareholder. |  |
|  | In case of multiple level of corporate shareholding, the details of Ultimate Beneficiary Owner {UBO} along with shareholding of each corporate shareholder to be provided on the letter head applicant/corporate shareholder. |  |

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| **Supporting to be annexed** | | |
| **Sr.** | **Documents** |  |
| **1.** | **Group structure and Promoter/Non-promoter details** |  |
|  | Kindly provide the latest group corporate structure of the applicant *(including the principal activities, the country of incorporation of each of these companies, registration no., if any)* |  |
|  | Identify the Promoter/Non-promoter group of the applicant and its corporate shareholders as per the Exchange circular ref. no. NSE/COMP/49213 dated August 06, 2021. |  |
| **2.** | **Board Resolution (template attached herewith for reference)** |  |
|  | To authorize the applicant entity to apply to NSEIL for trading membership and NSE Clearing Limited for clearing membership of segments, as applicable. |  |
|  | To mention the names and designation of authorized signatory(ies) and whether jointly/severally, etc. |  |
|  | The specimen sign of authorized signatory (ies) to be provided. |  |
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| **3.** | **Certificate of Incorporation, MOA and AOA** |  |
|  | To be certified true, stamped and signed by the authorized signatories. |  |
|  | Main objects of the Memorandum of Association {MOA}:   * Main objects of MOA of the applicant should explicitly state carrying on of the business of stock-broking activities. * Main objects of MOA should only contain clauses pertaining to becoming a stock-broker and/or carrying the activities pertaining to stock-broking, capital market, securities business or any activity incidental or ancillary to the securities market. * In case of any changes in MOA, submit the approval of Registrar of Companies {ROC} and certificate of incorporation issued by ROC to this effect. |  |
|  | In case, there is a change in registered office address/ change in authorised capital, kindly provide relevant documents submitted to ROC in this regard. |  |
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| **4.** | **Audited Financial Statements and Networth certificate** |  |
|  | CA certified Balance Sheet and Profit & Loss Account alongwith the schedules annexed thereto to be given. *{Date of Financial Statements should not older than 6 months from the date of submission of the application}* |  |
|  | Audit Report of the **Practicing Chartered Accountant (PCA)** |  |
|  | To be certified by a **Practicing Chartered Accountant (PCA)** |  |
|  | In case there are no fixed assets of the applicant, details on the letter head of the applicant is to be provided for satisfying the necessary infrastructure like adequate office space, equipment and manpower to effectively discharge the activities. |  |

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| **5.** | **Certification of Membership Module Examination** |  |
|  | * **Designated Director** * All the Designated Directors should hold NISM Series -VII - Securities Operations and Risk Management certificate on the date of submission of the application. * Provide an undertaking to ensure continued compliance of the certification requirements. * To provide NISM certificate from digilocker.      * **Compliance Officer** * The Compliance Officer appointed by the applicant should be in compliance with the Exchange circular NSE/COMP/54600 dated Nov 25, 2022, on Guidelines for Compliance Officer and an undertaking to be provided for the same. * Compliance Officer should hold a valid NISM Certificate i.e. “NISM-Series-III A: Securities Intermediaries Compliance (Non-Fund) Certification Examination”. * Compliance Officer shall provide an undertaking to ensure continued compliance of the certification requirements. * To provide NISM certificate from digilocker. |  |
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| **6.** | **NISM certification of atleast 2 Dealers** |  |
|  | Atleast 2 dealers of the applicant to possess valid NISM certification, i.e., **Capital Market segment** (required for enablement in Capital Market segment) - Capital Market (Dealers) Module/ NISM Series VII – Securities Operations and Risk Management Certification  **Futures & Options segment** - NISM Series- VIII: Equity Derivatives Certification Examination /NISM Continuing Professional Education for Equity Derivatives/NISM Series XIII: Common Derivatives Certification Examination ("Series-XIII: CDCE")  **Currency Derivatives segment** - NISM Series-I: Currency Derivatives Certification Examination/ NISM Continuing Professional Education for Currency Derivatives/NISM Series XIII: Common Derivatives Certification Examination ("Series-XIII: CDCE")  **Debt segment**– FIMMDA Certification  **Only Interest Rate Futures - registration (if applicable)** / **enablement**– NISM Series-IV: IRD certification/ NISM Series XIII: Common Derivatives Certification Examination ("Series-XIII: CDCE")  **Commodity Derivatives Segment** - Relevant module |  |
|  | To provide certified copies of the certificates (stamped and cross-attested) by authorised signatories. |  |
|  | To provide NISM certificate from digilocker. |  |
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| **7.** | **Clearing Member confirmation** (applicable only if applying for Trading Membership in Capital market/ F&O segment/ CDS /Debt/ Commodity Derivatives segment as per the case) |  |
|  | **To be provided on the letter head of the Clearing Member** |  |
|  | To be provided in original / an attested photocopy signed by authorised signatories |  |
|  | Name of the Trading Member and Segment to be clearly mentioned which the Clearing Member has agreed to clear on behalf of the Trading Member. |  |
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| **8.** | **PAN Card and Aadhar copies** |  |
|  | To provide certified copy of the **PAN** of applicant entity. |  |
|  | To provide certified copy of the **PAN/Aadhar copies** of all the directors and shareholders. |  |
|  | To provide certified copy of the PAN card of the Compliance Officer of applicant entity. |  |
|  | To provide certified copies of (stamped and cross-attested) PAN cards for each of the PANs disclosed in Association details (point no. 1 of IV) of Exchange Application form |  |
|  | To provide PAN/Aadhar copies available in digilocker. |  |
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| **9.** | **Biodata of all directors** |  |
|  | Biodata to be self-attested |  |
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| **10.** | **Proof of Age & Education of the Designated Directors** |  |
|  | To provide cross-attested age proof (PAN cards) and educational qualification proof for all the designated directors (for qualification mentioned in application form) |  |
|  | Proof of change in name / affidavits to be provided in case of change of name of the directors. |  |
|  | Provide education proof from digilocker, if available. |  |
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| **11.** | **Proof of Experience of the Designated Directors** |  |
|  | To be on the letterhead of the entity certifying the experience and should be dated |  |
|  | The certifying entity should be a SEBI Registered Intermediary or any other entity regulated by any authority in India/abroad |  |
|  | The registration number of the certifying entity, name and designation of the person signing the experience certificate should be mentioned in the experience letter. |  |
|  | The designated directors should possess atleast 2 years of experience in:   1. dealing in securities business or 2. as an investment consultant or 3. as a portfolio manager or 4. any other Securities Market related activities handled to be clearly mentioned along with Capacity /Role, Period (dates). |  |
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| **12.** | **Copy of GST Form/Certificate to be provided** |  |
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| **13.** | **Details at least two qualified Key Managerial Personnel (KMPs) -** Details of at least two qualified Key Managerial Personnel with experience of at least three years each in the Securities Market. – (Applicable only if applying for Trading Membership in EOP segment). |  |
| **14.** | **Undertaking for EOP segment registration** (Applicable only if applying for Trading Membership in EOP segment). |  |
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| **15.** | Confirmation from the Applicant on letter head stating that there is no Lien marked on the FDRs forming part of the “cash and cash equivalents” in Balance Sheet, if any. |  |
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| **16.** | Detailed list of assets {moveable and immoveable} along with the details of encumbrances on the assets, if any.   * To be provided on the letter head of the Applicant. * List to include the name of the asset, count, value and address (in case of immovable asset) |  |
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| **17.** | **Bank Draft / Cheque/ NEFT / RTGS for Processing fees and Admission fees** |  |
|  | **Processing fees**: Rs. 10,000 (plus applicable tax). |  |
|  | **Admission fees**: One time   * Not applicable for Alpha Category. * For all segments (except “exclusive Commodity” and “exclusive Debt segment”): Rs. 5,00,000/- plus applicable tax * For Exclusive Debt segment: Rs. 1,00,000/- plus applicable tax * For Exclusive Commodity segment: Rs. 50,000/- * Rs.50,000/- (if the applicant applies for Cash, FO, CD and COM segments collectively) |  |
|  | Bank draft/ Cheque in favour of NSEIL payable at Mumbai, may be provided |  |
|  | In case of payment to be made vide RTGS, following are the Bank Account details for NSEIL:   * Beneficiary Name - NATIONAL STOCK EXCHANGE OF INDIA LIMITED * Name of the Bank - HDFC BANK LIMITED * Name of the Branch - FORT, MUMBAI * Nature of Account -CURRENT * Account number - 00990610000064 * IFSC Code of the Bank/Branch - HDFC0000060 |  |
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| **18.** | In case applicant is applying for self-clearing/clearing membership, then applicant has to separately apply to NSE Clearing Limited and pay clearing fees to SEBI of Rs.50,000/- for each segment plus applicable taxes. |  |

Expansion of abbreviations used:

* F&O- Futures & Options Segment
* CDS- Currency Derivatives Segment
* COM – Commodity Derivative Segment
* EOP- Execution Only Platform Segment