

Application seeking Individual / Partnership Deposit Based Membership of  
**The Calcutta Stock Exchange Limited**

(to be typed on the Letter Head of Individual entity/by all the Partners)

To  
CEO & Managing Director  
The Calcutta Stock Exchange Limited,  
7, Lyons Range,  
Calcutta.700 001.

Madam/Sir,

Sub: Application for admission to Deposit Based Membership of CSE

I,.....(Name) S/o.....  
of.....(Address).....  
.....(Telephone including Mobile) hereby apply for Deposit Based Membership on the  
Calcutta Stock Exchange Limited.

I am forwarding to you the relevant documents as per your checklist attached alongwith this form  
for your kind perusal.

I request you to kindly accept my application and consider me for admission as a Deposit Based  
member on the Calcutta Stock Exchange Limited ("the Exchange"). I hereby declare that I am a citizen of  
India and I am of sound mind. I confirm that all statements and the declaration made by me are true and  
correct. I understand that CSE is free to initiate such action as may be deemed necessary including  
termination of my membership and forfeiture of admission and other fees paid by me, if any of my  
declarations/statements are found to be incorrect. I further confirm that I also fulfill the eligibility  
requirements for Deposit Based Membership of Stock Exchange as laid down in Rule of Securities Contract  
(Regulations) Rules, 1957.

I hereby undertake to conform to and to abide by the Memorandum & Articles of Association and  
the Rules, Bye-Laws, Regulations, Business-Rules, Circular, Notifications and office orders, issued by the  
Exchange from time to time. I shall be liable for all contracts and transactions, in the exchange and in any  
other trading platform as available for trading in the capacity of a trading member of the Exchange, entered  
by me or by my authorized representatives and I shall comply with all requirements of the Exchange  
relating to settlement thereof. I also abide by all decisions of the Exchange with respect to the operation of  
the Exchange and would perform accordingly in meeting my financial, regulatory and operational  
responsibility as decided by the Exchange from time to time.

Please find enclosed our application along with a demand draft no. ....amounting to Rs.  
10,000/- as admission fees plus of service tax @ 10.30% payable at par in Kolkata in favour of 'The  
Calcutta Stock Exchange Limited'. (Please write the applicant's name and the name of the company on the  
reverse of the Demand Draft.)

Date :  
Place : Kolkata

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Signature of the applicant

**CHECK LIST OF DOCUMENTS ATTACHED ALONGWITH THE APPLICATION FOR CSE DEPOSIT BASED MEMBERSHIP**

[please ( ✓ ) tick the relevant documents being attached]

1.	Bio-data of the Proprietor/Partner/Core Dealer (should give detailed information of the nature of work and number of years experience in each position). Specify number of years experience in activities related to securities industry, banking service, financial services etc. with relevant details	
2.	Copy of partnership firm deed, if applicant is a firm	
3.	Proof of age	
4.	Proof of Educational Qualification of the applicant	
5.	Experience Certificate of the Applicant	
6.	No objection certificate from the Stock Exchange where the applicant is also a member of the concerned Stock Exchange	
7.	Latest Income Tax & Wealth Tax Assessment orders and returns with valuation certificate for other Assets	
8.	Latest Audited Balance Sheet	
9.	Networth Certificate duly certified by the Chartered Accountant – as per Annexure – A-1 & A-2	
10.	Certified statements of Quoted Investments, Govt. Securities & Bond Fixed Deposits and Liabilities	
11.	Details of infrastructure/office	
12.	Xerox copy of PAN Card & Voter I.D.	
13.	<b>Undertakings :</b> <ul style="list-style-type: none"> <li>• Undertaking from the applicant that he/she shall not do any other business other than shares and securities. <input type="checkbox"/></li> <li>• Undertaking from the applicant that he/she have never been convicted of any offence involving fraud, dishonesty, under any criminal/other law by any court in India. <input type="checkbox"/></li> <li>• Undertaking from the applicant that he/she had not introduced through any member broker/sub-broker of the Exchange any fake/forged stolen shares in the Exchange/Market <input type="checkbox"/></li> <li>• Undertaking from the applicant that he/she will not be engaged in himself/herself in fund-based activities <input type="checkbox"/></li> <li>• Undertaking that he/she has not been declared as debarred entity by SEBI <input type="checkbox"/></li> </ul>	
14.	Sealed confidential bank reference – as per Annexure A-3	
15.	Certificate by the applicant - as per Annexure – A-4 & A-5	
16.	Details of other stock exchange – as per Annexure – A-6	
17.	Details of sharing pattern (for partnership firms only) – as per Annexure – A-7	

Note : 1. All Xerox copies should be attested by a Gazette Officer/Notary Public

2. The Networth should be computed as on March 31, of the last financial year, (based on audited balance sheet) and presented in the prescribed format given in Annexure – A-1 & A-2 along with the computation sheet. For registered firms net worth of each partner should also be submitted. Details of each item considered in the computation should be submitted along with the networth certificate and computation sheet. Thus, details of investments, current assets, current liabilities, fixed assets including land and building, Debtors outstanding for more than 3 months etc. should be specifically stated. Even if the amount of any item involved in the computation is nil, it should be stated in the computation. List of investments valued at market price as on March 31, of the last financial year



**APPLICATION FORM**  
**(To be completed in Capital Letters)**

1. Name of the Applicant

.....

Affix Passport Size  
Photograph of the  
Individual  
Applicant

2. Father's Name .....

3. Present Address .....

.....

.....

4. Particulars of the Applicant

Name .....

Age..... Date of Birth .....

Educational Qualification ..... Experience .....

.....

.....

Net worth (Rs.)

5. Whether the applicant is a citizen of India

Yes  No

6. Business or profession in which the applicant was last occupied.

7. Relationship, if any, to any of the members of the association other than the applicant member.

8A. Is the applicant also a member of other Stock Exchanges

Yes  No

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Signature of the Applicant



B. If yes, please furnish the details as below (Please enclose the SEBI Registration)

Name of the Exchange/s	Code No.	SEBI Regn.No.

C. Whether No Objection Certificate is obtained from the above Stock Exchanges.

Yes  No

9. Whether the applicant is connected with any other business or profession
10. Whether even adjudged bankrupt or proved to be insolvent
11. Whether ever compounded with creditors, if yes, on what terms
12. Whether at any time expelled or declared a defaulter by any other Stock Exchange
13. Whether engaged in fund based activities for 3 years
14. Whether at any time your application was rejected by the Calcutta Stock Exchange Ltd., if yes, please mention the date of rejection and the reason thereof
15. In case of partnership firm, all the details of partners required
16. Any other information that may be relevant :

.....  
.....  
.....

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Signature of the Applicant

**ANNEXURE : A-1**  
**(For Individuals)**

Certificate dated \_\_\_\_\_ submitted by \_\_\_\_\_ to CSE

**NETWORTH CERTIFICATE**

**(In original & on the letterhead of the Chartered Accountant)**

This is to certify that the Net worth of M/s./Mr./Ms. \_\_\_\_\_ as on \_\_\_\_\_ as per the statement of computation of even date annexed to this report is Rupees \_\_\_\_\_ only).

We further certify that:

- M/s./Mr./Ms. \_\_\_\_\_ is not engaged in any fund-based activities or business other than that of securities. Existing fund based assets, if any have been divested from the books of account and have not been included for the purpose of calculation of network.
- the computation of network based on my / our scrutiny of the books of accounts, records and documents is true and correct to the best of my / our knowledge and as per information provided to my / our satisfaction.

Place:

For (Name of Accounting Firm)

Date:

Name of Partner/Proprietor  
Chartered Accountant  
Membership Number

(Note: Methodology for calculating network is given in Annexure A-2)

**ANNEXURE – A-2**

A) Computation of networth for an individual/partnership firm :

Sr.#	Particulars	Rs.	Rs.	Rs.
1.	Listed (Quoted) Investments (Not pledged)			
2.	<b>Market value of listed (quoted) securities (other than Government) in the name of member (forming part of the Balance Sheet)</b>	X		
3.	<b>Margin of 30% on Market value of listed (quoted) securities (other than Government) i.e. 30% of 2</b>	X		
4.	<b>Net value of listed (quoted) Investments (other than Government i.e. 2-3</b>		X	
5.	Bonds/Government Securities (Not pledged)			
6.	<b>Market value of listed (quoted) securities (Government) in the name of member (forming part of the Balance Sheet)</b>	X		
7.	<b>Margin of 10% on Market value of listed (quoted) securities (Government) i.e. 10% of 6</b>	X		
8.	<b>Net value of listed (quoted) Investments (Government) i.e. 6-7</b>		X	
9.	Other Investments at cost			
10.	<b>Fixed deposits (Other than deposited to CSE including membership card)</b>		X	
11.	<b>Public Provident Fund (50% of the investment provided if it is more than three years standing)</b>		X	
12.	Total Net Investments (4+8+10+11)		X	
13.	<b>Receivables which are less than 3 months old</b>		X	
14.	Loans, Advances and Deposits			
15.	<b>Loans and advances excluding loans and advances given to associates and related entities</b>		X	
16.	<b>Deposits excluding non-refundable deposits</b>		X	
17.	<b>Cash &amp; Bank Balance</b>		X	
18.	<b>Other Liquid Assets, if any, (specify), which are used for the purpose of business</b>		X	
19.	Total Assets (12+13+15+16+17+18)			X
20.	<b>Current liabilities</b>			
21.	<b>Long Term liabilities</b>			
22.	Total liabilities (20+21)			X
23.	Net Worth (19-22)			X

**ANNEXURE – A-3**

**(BANKERS REPORT)**

1. Name : .....
2. Address : .....  
: .....  
: .....
3. Nature of Account : .....
4. Account Number : .....
5. Length of Association : .....  
(No. of years)
6. Bankers Observation : .....  
.....  
.....  
.....

Bank's Stamp

Issuing Authority

(Designation)

**ANNEXURE - A-4**  
**(For Individuals)**

**FORMAT OF CERTIFICATE TO BE FURNISHED BY APPLICANT**  
**ALONG WITH APPLICATION**

From :

The name and address of the proposed Deposit Based Member

To  
CEO & Managing Director  
The Calcutta Stock Exchange Ltd.  
7, Lyons Range  
Kolkata – 700 001

Dear Sir / Madam,

Referring to our application for admission to the Deposit Based Membership of the Exchange, we state the following:

1. My networth as on \_\_\_\_\_, computed and certified on the prescribed format as indicated in Annexure A-1, is Rs.\_\_\_\_\_. (Networth should be indicated as on March 31, of last financial year or later).
2. I am not engaged as principal or employee in any fund based activity or any business other than that of securities, except as a broker or agent not involving any personal financial liability or for providing merchant banking, underwriting or corporate or investment advisory services, as permitted by SEBI.
3. Details of membership(s) in any stock exchange in my name/firms in which I am a partner/ the company (including its subsidiaries) in which I am a promoter or director are given in Annexure-B-6. It is further certified that none of these memberships have even been suspended/ expelled/ penalised/ declared defaulter or any other disciplinary action initiated there against by the concerned Stock Exchanges or any other regulatory authority except as detailed in Annexure-B-6.
4. I have the requisite direct experience in the securities industry as a broker, sub-broker, authorised assistant, badge holder or remisier, details of which are given in Annexure –B-7.
5. . Myself/ any of the partners of the firm in which I am a partner / any of the promoters or dominant shareholders of the company in which I have a controlling interest do not singly or jointly have an equity holding of 10% or more and/or any share in my/their own name and/or jointly with any of my/their close relatives in any other trading member of CSE.

I hereby state that the information given above is true, correct and complete to the best of my knowledge and information. I also state that no relevant material fact has been suppressed. I agree that in the event of any of the above statements being found false, incorrect or incomplete, I recognise that Calcutta Stock Exchange Limited may take any action as it may deem fit, including termination of the trading membership.

I hereby undertake to inform Calcutta Stock Exchange Limited about any change in the above mentioned facts within 15 days from the date of the change taking place/ coming to my knowledge, whichever is earlier.

Place :  
Date :

\_\_\_\_\_  
Signature of the Applicant

**ANNEXURE: A-5**

**(For Partnership Firms)**

**FORMAT OF CERTIFICATE TO BE FURNISHED BY APPLICANT  
ALONGWITH APPLICATION**

From:

The Name and address of the proposed trading member

To  
CEO & Managing Director  
The Calcutta Stock Exchange Ltd.  
7, Lyons Range  
Kolkata – 700 001

Dear Sir,

Referring to our application for admission to the Deposit Based Membership of the Exchange, we state the following:

1. The networth of the firm and combined networth of the partners as on \_\_\_\_\_, computed and certified in the format as prescribed in Annexure: A-1, is Rs. \_\_\_\_\_ and Rs. \_\_\_\_\_ respectively (net worth should be indicated as on 31 March, of the last financial year or later). Each partner of the firm contributes at least 5% of the minimum required networth of the firm.
2. The firm or any of its partners is not engaged as principal or employee in any fund based activity or any business other than that of securities, except as a broker or agent not involving any personal financial liability or for providing merchant banking, underwriting or corporate or investment advisory services, as permitted by SEBI.
3. Details of membership(s) in any stock exchange in the name of the firm and/or in the name of any partner/the company (including its subsidiaries) in which any of the partners is a promoter or director are given in Annexure:B-6. It is further certified that none of these memberships has ever been suspended/expelled/penalised/declared defaulter or any other disciplinary action initiated there-against by the concerned Stock Exchange(s) or any other regulatory authority except as detailed in Annexure:B-6
4. Details of partners having minimum two years of direct experience in the securities industry as a broker, sub-broker, authorised assistant, badge holder or remisier indicating that majority of the partners comply with this requirement are given in Annexure:B-7.
5. Sharing pattern of profits and losses of the partners in the firm is given in Annexure:B-9 and the dominant partners (not more than four individuals) having more than 51% of the sharing pattern have been identified therein.
6. Any of the partners in the firm do not singly or jointly have an equity holding of 10% or more and/or any share in their own name and/or jointly with any of their close relatives in any other trading membership in the Capital Market segment of the CSE.

We hereby state that the information given above is true, correct and complete to the best of our knowledge and information. We also state that no relevant material fact has been suppressed. We agree that in the event of any of the above statements being found false, incorrect or incomplete, we recognise that Calcutta Stock Exchange Ltd. may take any action as it may deem fit, including termination of the trading membership.

.....2.

-: 2 :-

We hereby undertake to inform the Calcutta Stock Exchange of India Limited about any change in the abovementioned facts, within 15 days from the date of the change taking place/coming to our knowledge, whichever is earlier.

Place:

Date:

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Signature of the Applicant

**\*\* TO BE SIGNED BY:** Any Two working partners of the firm.

**ANNEXURE : A – 6**

Certificate dated \_\_\_\_\_ submitted by \_\_\_\_\_ to CSE

**DETAILS OF STOCK EXCHANGE MEMBERSHIPS**

<b><u>S.N</u></b>	<b><u>Name</u></b>	<b><u>Relation@</u></b>	<b><u>Stock Exchange</u></b>	<b><u>Since</u></b>	<b><u>Membership No.</u></b>	<b><u>Mode of acquisition</u></b>	<b><u>Remarks #</u></b>
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							

Date:

Place:

Signature(s)

NOTES :

@ : Give details e.g. :

SELF for membership in the name of applicant company, Firm.

PARTNER, CHAIRMAN, WHOLE TIME DIRECTOR, DIRECTOR, HOLDING, SUBSIDIARY.

In case of Individuals, give details such as

FIRM in which the applicant is a partner; Details of other partners in the said firm,

COMPANY in which the applicant has controlling interest.

# : For each of these memberships, give details of disciplinary action, if any, taken by the Stock Exchange or any other regulatory authority in respect of these memberships with dates in the following format :

☐ Expulsion

☐ Suspension

☐ Default

☐ Any other disciplinary action or enquiry against the member

**ANNEXURE : A-7 (For Firms)**

Certificate dated \_\_\_\_\_ submitted by \_\_\_\_\_ to CSE

SHARING PATTERN of \_\_\_\_\_ as on \_\_\_\_\_

Sr. No.	Partner	Capital in the Firm	Share in Profits	Share in Losses
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
<u>TOTAL</u>			<u>100%</u>	<u>100%</u>

Date:

Place:

Signature(s)

Note: Please identify the dominant partners from among the partners given above.

**CERTIFICATE**

This is to certify that the Capital and Sharing Pattern of \_\_\_\_\_ as given above, based on my/ our scrutiny of the books of accounts, records and documents is true and correct to the best of my/our knowledge and as per information provided to my/our satisfaction.

Place:

For (Name of Accounting Firm)

Date:

Name of Partner

Chartered Accountant  
Membership Number