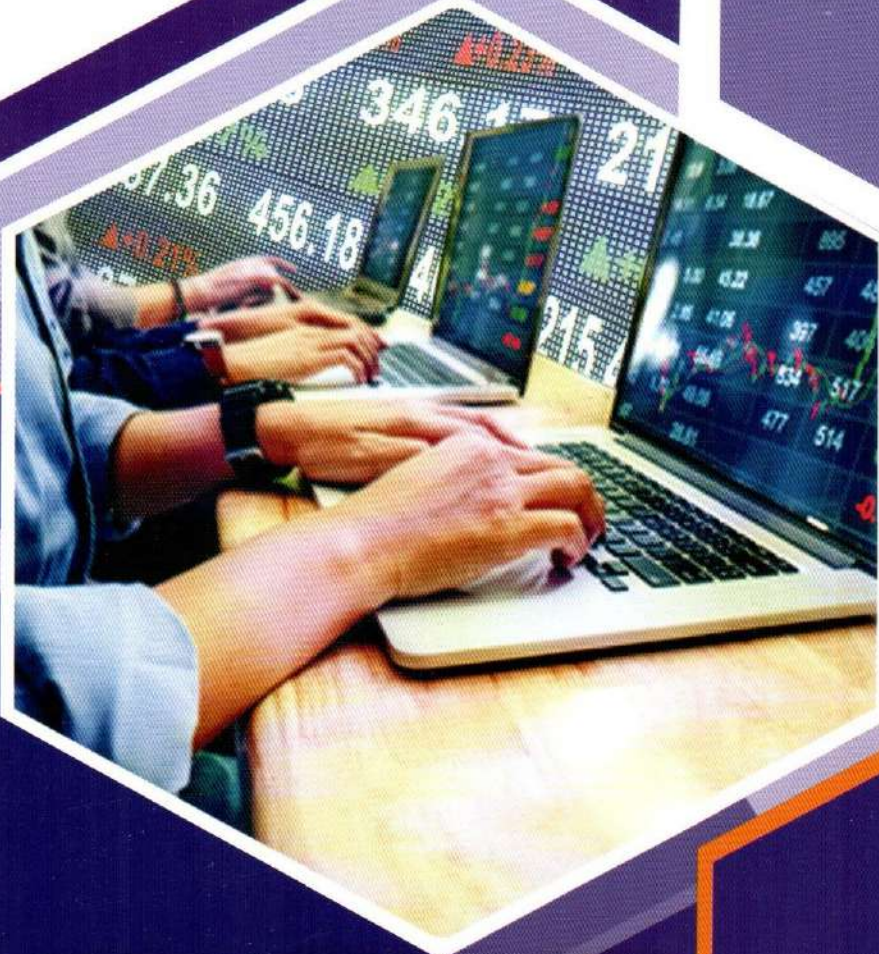


Let's move together



# Assurant Securities & Management Limited



## ACCOUNT OPENING FORM

|                             |   |   |   |   |   |   |          |   |  |  |  |  |  |
|-----------------------------|---|---|---|---|---|---|----------|---|--|--|--|--|--|
| Name of the Account Holder: |   |   |   |   |   |   |          |   |  |  |  |  |  |
| Client Code :               |   |   |   |   |   |   |          |   |  |  |  |  |  |
| BO ID No :                  | 1 | 2 | 0 | 6 | 2 | 9 | 0        | 0 |  |  |  |  |  |
| Address :                   |   |   |   |   |   |   |          |   |  |  |  |  |  |
|                             |   |   |   |   |   |   |          |   |  |  |  |  |  |
| Phone :                     |   |   |   |   |   |   | Mobile : |   |  |  |  |  |  |
| E-mail :                    |   |   |   |   |   |   |          |   |  |  |  |  |  |
| Name (Joint) :              |   |   |   |   |   |   |          |   |  |  |  |  |  |





**PARTICULARS OF OPERATOR / AUTHORIZED PERSON TO OPERATE THE ACCOUNT (IF ANY) :**

|                                |         |   |
|--------------------------------|---------|---|
| Full Name (in block letters) : |         | Photograph of Authorized Person duly attested by the Account Holder |
| Father's/Husband's Name :      |         |   |
| Mother's Name :                |         |   |
| Address :                      |         |   |
| E-mail :                       |         |   |
| Mobile :                       | Phone : | Signature of the Authorized Person with date                        |

**PARTICULARS OF NOMINEE :**

| Particulars      | Nominee 1 | Nominee 2 |   |   |
|------------------|-----------|-----------|---|---|
| Name & Address : |           |           | Photograph of Nominee 1 duly attested by the Account Holder | Photograph of Nominee 2 duly attested by the Account Holder |
| Date of Birth :  |           |           |   |   |
| Relation :       |           |           |   |   |
| Share (%) :      |           |           |   |   |

Signature of Nominee 1 or Legal Guardian      Signature of Nominee 2 or Legal Guardian

If nominee is minor, name and relationship of legal guardian :

Whether the Customer(s) is / are an Officer or Director of any Stock Exchange / Listed Company?      Yes       No

|   |              |
|---|--------------|
| If yes, please fill up the following particulars :    |              |
| Name & Address of the Stock Exchange / Listed Company | Relationship |
|   |              |
|   |              |
|   |              |

I/We the undersigned person(s) whose particulars are given above request you to register me/us as a Customer of **Assurant Securities & Management Ltd.** I/We confirm that the information furnished above are true and if anything is wrong I/We shall be held responsible for that.

\_\_\_\_\_  
Signature of the Principal Applicant with date

\_\_\_\_\_  
Signature of Joint Applicant with date

**PARTICULARS OF INTRODUCER :**

|                        |
|------------------------|
| Account No. (If any) : |
| Name and Address :     |
| Contact Number :       |

I certify that I have known .....  
..... for the past ..... years and confirm his/her/their signature, occupation, address and other particulars elsewhere in the application.

\_\_\_\_\_  
Signature of Introducer with date

**FOR OFFICIAL USE ONLY**

|   |                         |
|---|-------------------------|
| A/C Opening Date                                    | Account No.             |
| Account may be opened.                              |                         |
| _____<br>Checked by                                 | _____<br>Recommended by |
| _____<br>Signature of Approving Authority with date |                         |



The In-Charge  
**Assurant Securities & Management Limited**  
Registered Office: Amin Court (2nd Floor) Room No. 204,  
Extension Office: Amin Court (3rd Floor) Room No. 303,  
62-63 Motijheel C / A, Dhaka-1000, Bangladesh.  
DSE Member No. 296

Photograph of  
Authorized person  
attested by Account  
Holder(s)

## Power of Attorney (POA) to operate the account

Account Holder's BO ID No. 

|   |   |   |   |   |   |   |   |  |  |  |  |  |  |  |  |  |  |  |  |
|---|---|---|---|---|---|---|---|--|--|--|--|--|--|--|--|--|--|--|--|
| 1 | 2 | 0 | 6 | 2 | 9 | 0 | 0 |  |  |  |  |  |  |  |  |  |  |  |  |
|---|---|---|---|---|---|---|---|--|--|--|--|--|--|--|--|--|--|--|--|

Dear Sir,

I / we (1) ..... (2) .....

son of / wife of (1) ..... (2) .....

do hereby authorize Mr./Mrs./Ms ..... S/o/W/o .....

of ; .....

whose specimen signature is given below (hereinafter referred to as the "Account Operator") to exclusively deal with and buy / sell the securities in the "Securities Account" opened and maintained in my /our name with **Assurant Securities & Management Ltd.** (hereinafter referred to as the "BROKER"/ "TREC HOLDER").

I / we hereby further authorize and instruct the Broker to deal with and to buy, sell, transfer shares, stocks, debentures, debenture stocks, bonds and other securities in my /our Securities Account(s) on verbal and / or written instruction of the "Account Operator".

I / we also authorize the "Account Operator" to place buy / sell orders for receive confirmation notes against and to receive & deliver cheque/cash on my /our behalf with regard to my /our "Securities Account".

I / we hereby confirm and declare that I am / we are fully aware of all consequences of the aforesaid transactions that may be carried out on my /our behalf by the Account Operator and I / We shall take and bear full responsibility for all such transactions of the Account Operator as if those were my /our own transactions. I / We shall abide by all rules and regulations described in the Securities Account Opening Form duly completed and signed by me /us, with regard to all transactions carried out to my /our Securities Account(s) by the Account Operator without any demur of protest.

I / we hereby undertake and ensure and confirm to make good and compensate for any loss or damage incurred or sustained by the Broker for any reason whatsoever as a result of any transaction carried out by the aforesaid Account Operator i.e. Power of Attorney Holder.

Thanking you,

Yours Sincerely,

1. Signature .....

Name .....

Address .....

Signature of the Authorized Person / Account Operator

2. Signature .....

Name .....

Address .....

Signature above is attested by Account Holder / Joint Account Holder





# Assurant Securities & Management Limited

**Registered Office:** Amin Court (2nd Floor), Room No. 204,

**Extension Office:** Amin Court (3rd Floor), Room No. 303,

62-63 Motijheel C/A, Dhaka-1000, Bangladesh.

PABX : +880-2-47120890-1, +880-2-47121232.

E-mail : assurantsecurities62@gmail.com, assurant\_securities62@yahoo.com

(TERMS AND CONDITIONS FOR OPENING A BROKERAGE ACCOUNT)

## DECLARATION / AGREEMENT

I/We the undersigned whose information is given in the Brokerage application Form hereby request to be registered as client of **Assurant Securities & Management Ltd.** (CDBL Participant) and intend to open a brokerage account in my/our/company name. I/We further agree and confirm that the account hereby requested to be opened by me/us shall be held and be governed by the terms and conditions of this agreement as provided hereinafter and as may be modified from time to time by **Assurant Securities & Management Ltd.**

### TERMS AND CONDITIONS

**Instruction:** A written instruction shall be given to **Assurant Securities & Management Ltd.** from time to time to purchase and/or sell investments (which shall mean and include stocks, shares, debentures, mutual funds and private placement) or any other similar financial instrument as may be made available from time to time) on behalf of the account holder. On receipt of such instructions along with a cash deposit on delivery of shares, **Assurant Securities & Management Ltd.** shall, so far as **Assurant Securities & Management Ltd.** considers it reasonably practicable, purchase and/or sell investments in accordance with those instructions, provided always that:

(I) any such dealings do not contravene any applicable laws or regulations

(II) **Assurant Securities & Management Ltd.** shall have an absolute discretion to accept or reject purchase/sell instructions and

(III) account holder's instruction shall include the following details:

- The name of the investment.
- Quantity.
- Price with notification of limits or discretion.
- The duration of the order.
- The nature of the lot (i.e. scrip size) for sale or the desired format for purchase order (See Note).
- The order should specify completion formats of:
  - All or partial fill with minimum trade value or number of shares.
  - Mode of execution i.e. DVP (Delivery Versus Payment) / NON DVP (Non Delivery Versus Payment).

**(Note:** The number of shares constituting a market lot may change. Sellers must include the exact format of their holdings. This has a direct impact on market pricing given the predominantly retail nature of the market. Trades may fail where non-agreed lot sizes are delivered.)

**Joint Account:** If this is a joint account, unless the account holders notify **Assurant Securities & Management Ltd.** otherwise and provide such documentation as **Assurant Securities & Management Ltd.** may require, the brokerage account (s) shall be held by the account holders jointly with rights or survivorship (payable to either or the survivor). Under these terms and conditions each joint account holder irrevocably appoints the other as attorney to take all action on his or her behalf and to represent him or her in all respects in connection with this agreement. **Assurant Securities & Management Ltd.** shall be fully protected in acting but shall not be required to act upon the instructions of either of the account holder, who shall be liable, jointly or severally, for any amounts due to **Assurant Securities & Management Ltd.** pursuant to this agreement, whether incurred by either or both of the account holders.

**Risk:** The account holder understand(s) that the capital market is a rapidly changing market and that there is an inherent risk in incurring loss in share dealings.

**Limit Orders:** While **Assurant Securities & Management Ltd.** will endeavor to purchase or sell the Investment within the limits of prices that may be notified by the account holder, **Assurant Securities & Management Ltd.** does not guarantee or assure that the transactions will be materialized within such notified limits. **Assurant Securities & Management Ltd.** will always endeavor to obtain the best price.

**Agents:** **Assurant Securities & Management Ltd.** is authorized to employ other brokers as agents to perform all or part of its duties under these terms and conditions and to provide information regarding the Account to such agents. **Assurant Securities & Management Ltd.** may seek and act on an opinion from any lawyer, accountant or other expert and shall not incur any liability by acting upon such opinion.

**Associates Companies:** **Assurant Securities & Management Ltd.** may purchase and/or sell Investment on behalf of the account holder by placing order with itself and other company whether acting as underwriter(s), investment manager(s), merchant or commercial bank(s), registered or licensed deposit-taker(s), broker(s), dealer(s) or otherwise, or with any other broker(s) and dealer(s) as **Assurant Securities & Management Ltd.** in its sole discretion may decide.

**Dhaka Stock Exchange Rules:** All transactions duly concluded through and recognized by the Dhaka Stock Exchange Limited (hereafter DSE) are governed by the respective rules of DSE relating to trading and settlement in particular and will be binding on both the parties concerned.



**Payment and Disclosure:** Assurant Securities & Management Ltd. shall not be obliged to make any payment on behalf of the account holders. Assurant Securities & Management Ltd. may disclose information regarding the account holder or his /her dealings in relation to this agreement to any department of the government or public body upon request, whether or not such request is in fact legally enforceable, and Assurant Securities & Management Ltd. will not be liable in any way to account holder for so doing.

**Cancellation provisions:** Assurant Securities & Management Ltd. is authorized, in its discretion, should the undersigned die or should Assurant Securities & Management Ltd. for any reason whatsoever deems it necessary for its protection, without notice, to cancel any outstanding orders in order to close out the accounts of the account holder, in whole or in part, or to close out any commitment made on behalf of the account holder.

**Indemnity:** In the event of a default, omission or act committed by Assurant Securities & Management Ltd. as a broker/member of the DSE, the account holder shall be indemnified if and only as provided by the Rules and Regulations of the DSE.

**Confirmation and Settlements:** Assurant Securities & Management Ltd. shall use its best endeavors to provide the account holder with (a) written confirmation of each transaction it has effected in instruction; and (b) contract notes (in such form as Assurant Securities & Management Ltd. shall determine) setting forth (I) details of the trade date, value date, settlement date, quantity, price, commission rate and DSE "Howla" number equivalent provided also that the account holder does hereby agree and undertake to confirm in writing beforehand of all our instructions.

**Fees and expenses:** The account holder will pay a brokerage commission of ....., and any other related expenses and charges that may from time to time to be applicable. Every transaction concluded through and recognized by the DSE is subject to transaction levies or other fees imposed by the DSE & CDBL. The account holder understands that the rate of commission may be changed from time to time.

**Set-off :** Assurant Securities & Management Ltd. shall be entitled to, in respect of all commission, costs, charged or expense, set off from any money from time to time held by Assurant Securities & Management Ltd. for the account holder and if such money are insufficient for purpose, to sell any investment held by Assurant Securities & Management Ltd. or any of its agents on behalf of the account holder.

**Period:** This agreement shall be remain in force for a period of ..... months/years from the date of signing.

**Termination:** This agreement will stand terminated:

- (i) Upon the expiry of the period of this Agreement unless renewed upon mutual agreement between Assurant Securities & Management Ltd. and the Account Holder.
- (ii) Before the expiry of the period of this Agreement, if either Assurant Securities & Management Ltd. or the Account Holder gives .....month's notice. Termination shall not absolve the parties from completing accounts and adjusting any outstanding dues.
- (iii) If the account holder fails to make payment for any transaction upon due notice for a period of ..... days.

**Assignment:** The benefits/rights and burdens /obligations of this agreement are capable of assignment by both the account holder and Assurant Securities & Management Ltd. without the, consent of the other but the notice of assignment must be given to the other in writing. [Legally– rights are assignable and obligations are transferred]

**Forged Majeur:** Assurant Securities & Management Ltd. shall not be liable for any loss, damages, expenses, costs or other wise resulting directly or indirectly from any Government restriction, exchange ruling, suspension of trading, war, strike, national disaster or any other event or force majeure or circumstances beyond its control.

**Forged Shares:** Assurant Securities & Management Ltd. shall not be liable or responsible for any shares that are found to be forged. However, Assurant Securities & Management Ltd. will make every attempt to replace the forged shares from the seller.

**Law:** The terms and conditions contained herein shall be governed by and be construed in accordance with the laws of Bangladesh.

**Notices:** (a) All notices, instructions or other communications shall be given in English and in writing (facsimile, e-mail, cable or letter) or orally and shall be sent to Assurant Securities & Management Ltd. and the account holder at the address, fax and/or mail number shown herein or at such other address as may be communicated by the parties hereto in writing.

(b) Proof of delivery or dispatch shall be:

- (i) in the case of a letter: dispatch of the letter duly stamped and addressed.
- (ii) in the case of e-mail, facsimile, or cable on the day of dispatch with mechanical confirmation.

(c) All oral notices, instructions, or other communications should be confirmed in writing within 24 hours.

**Definitions:** Words defined herein, save where a contrary meaning appears or such meaning is inconsistent with the context, shall have this same defined meaning wherever used.



**Sums Due:** For all purposes, including any legal proceedings, a certificate by any of **Assurant Securities & Management Ltd.** officers confirming the money and/or liabilities for the time being due and/or incurred to by the account holder shall conclusive evidence thereof against him/her.

**Disputes and Resolution of Dispute:** In case of any dispute arising between the **Assurant Securities & Management Ltd.** and the account holder in connection with the interpretation or enforcement of the terms and conditions contained herein, attempts should be made to settle the matter amicably, in case of failure to settle the matter amicably, the same shall be referred to arbitration of two arbitrators, each to be nominated by the parties who shall also appoint an Umpire. The decision of the arbitrators, so nominated, shall be binding on both the parties. In case the Arbitrators differ in their finding, the decision of the Umpire shall be final and binding on the parties. The arbitration shall be conducted in accordance with the Arbitration Act, 2001.

**Other Terms:**

- (a) The **Assurant Securities & Management Ltd.** shall have the right to change, rectify and/or include any terms and conditions in additions to the above at any time with due notice to the Client.
- (b) The **Assurant Securities & Management Ltd.** shall be fully authorized to modify or vary the terms and conditions contained herein for compliance with any prevailing or change of relevant laws relating to matters herein.
- (c) This Agreement is or shall be in compliance with the **Bangladesh Securities and Exchange Commission (BSEC)** Laws and such rules, regulations, notice or circulars issued by the **Bangladesh Securities and Exchange Commission (BSEC)** from time to time.
- (d) Any call made for trading purpose may be recorded for future reference to settle any dispute arising between **Assurant Securities & Management Ltd.** & the account holder.

I / we have read the terms & conditions contained herein above & having agreed with such terms & conditions.

I / we put my/our/company seal & signature on this the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
**Signature of the Principal Account Holder**

\_\_\_\_\_  
**Signature of Joint Account Holder**

|   |   |
|---|---|
| <b>Witnessed By:</b><br>Signature ..... | <b>Witnessed By:</b><br>Signature ..... |
| Name .....                              | Name .....                              |
| Address .....                           | Address .....                           |
| .....                                   | .....                                   |

Please complete all details in CAPITAL letters. **Please fill all names correctly.** All communication shall be sent only to the First Named Account Holder's correspondence address.

Application No. ....

Date (DD/MM/YYYY) .....

Please Tick whichever is applicable:

BO Category : Regular  Omnibus  Clearing  BO Type : Individual  Company  Joint Holder

Name of CDBL Participant (Up to 99 Characters)

**Assurant Securities & Management Limited**

CDBL Participant ID

BO ID

Date Account Opened (DD/MM/YYYY)

6 2 9 0 0

1 2 0 6 2 9 0 0

I / We request you to open a Depository Account in my / our name as per the following details :

**1. First Applicant**

Name of Full of Account Holder (Up to 99 Characters) .....

Short Name of Account Holder (Insert full name starting with Title i.e. Mr./Mrs./Ms./Dr. abbreviate only if over 30 characters)

Title i.e. Mr./Mrs./Ms /Dr.

( In case of a Company / Firm / Statutory Body) Name of Contact Person .....

In Case of Individual Male  Female  Occupation (30 Characters) .....

Father's/ Husband's Name .....

Mother's Name .....

**2. Contact Details :**

Address .....

City ..... Post Code ..... State/Division ..... Country ..... Telephone .....

Mobile Phone ..... Fax ..... E-mail .....

**3. Passport Details :**

Passport No. .... Issue Place ..... Issue Date ..... Expiry Date .....

**4. Bank Details :**

Bank Name ..... Branch Name ..... Account No. ....

Electronic Dividend Credit : Yes  No  Tax Exemption (if any) : Yes  No  TIN/Tax ID : .....

**5. Others Information :**

Residency : Resident  Non Resident  Nationality ..... Date of Birth (DD/MM/YYYY) .....

Statement Cycle Code: Daily  Weekly  Fortnightly  Monthly  Other (Please Specify) .....

Internal Ref. No. (To be filled in by CDBL Participant) .....

In Case of Company :

Date of Registration (DD/MM/YYYY)

Registration No. ....

**6. Joint Applicant (Second Account Holder)**

Name in Full (Up to 99 Characters) .....

Short Name of Account Holder (Insert full name starting with Title i.e. Mr./Mrs./Ms /Dr. abbreviate only if over 30 characters)

Title i.e. Mr./Mrs./Ms /Dr.



**7. Account Link Request**

Would you like to create a link to your existing Depository Account? Yes  No

If yes, then please provide the Depository BO Account Code (8 Digits):

**8. Nominees / Heirs**

If account holder (s) wish to nominate person (s) who will be entitled to receive securities outstanding in the account in the event of the death of the sole account holder / all the joint account holders, a separate nomination Form - 23 must be filled up and signed by all account holders and the nominees giving names of nominees, relationship with first account holder, percentage distribution and contact details. If any nominee is a minor, guardian's name, address. relationship with nominee has also to be provided.

**9. Power of Attorney (POA)**

If account holder(s) wish to give a Power of Attorney (POA) to someone to operate the account, a separate Form - 20 must be filled up and signed by all account holders giving the name, contact details etc. of the POA holder and a POA document lodged with the form.

**10. To be filled in by the Stock Broker / Stock Exchange in case the application is for opening a Clearing Account :**

Exchange Name : DSE  Trading ID .....

**11. Photograph**

|   |   |   |
|---|---|---|
| Please paste recent passport size Photograph of 1st Applicant or Authorized Signatory in case of Limited Co. Only | Please paste recent passport size Photograph of 2nd Applicant or Authorized Signatory in case of Limited Co. Only | Please paste recent passport size Photograph of 2nd Applicant or Authorized Signatory in case of Limited Co. Only |
| 1st Applicant or Authorized Signatory in case of Ltd. Co.   | 2nd Applicant or Authorized Signatory in case of Ltd. Co.   | Authorized Signatory in case of Ltd. Co. Only   |

**12. Standing Instructions:**

I/We authorize you to receive e-mail transfer instructions for delivery. Yes  No

**13. DECLARATION**

The rules and regulations of the Depository and CDBL Participant pertaining to an account which are in force now have been read by me / us and I / we have understood the same and I / we agree to abide by and to be bound by the rules as are in force from time to time for such accounts. I / We also declare that the particulars given by me / us are true to the best of my / our knowledge as on the date of making such application. I / We further agree that any false / misleading information given by me / us or suppression of any material fact will render my / our account liable for termination and further action.

| Applicants                    | Name of applicants / Authorized signatories in case of Ltd. Co. | Signature with date |
|-------------------------------|---|---------------------|
| First Applicant               |   |                     |
| Second Applicant              |   |                     |
| 3rd Signatory (Ltd. Co. only) |   |                     |

**14. Special Instructions on operation of Joint Account:**

Either of Survivor  Any one can operate  Any two will operate jointly

Account will be operated by \_\_\_\_\_ with any one of the others,

**15. Introduction :**

Introduction by and existing account holder of ..... **Assurant Securities & Management Limited**  
 Depository Participant's Name  
 I confirm the identity, occupation and address of the applicant(s) .....  
 Introducer's Name  
 ..... (Signature of Introducer) BO ID No.

\_\_\_\_\_  
 Date & Signature of Authorized Person accepting the account

\_\_\_\_\_  
 Date & Signature of MD / Director













## Assurant Securities & Management Limited

Registered Office: Amin Court (2nd Floor), Room No. 204,

Extension Office: Amin Court (3rd Floor), Room No. 303,

62-63 Motijheel C/A, Dhaka-1000, Bangladesh.

PABX : +880-2-47120890-1, +880-2-47121232.

E-mail : assurantsecurities62@gmail.com, assurant\_securities62@yahoo.com

### Corporate Member:

Dhaka Stock Exchange Limited (296), BSEC Reg. No.-3.1/DSE-296/2022/575

### Terms & Conditions

Bye Laws 7.3.3 (c)

Dear Sir,

Please open a Depository Account (BO Account) in my/our name(s) on the terms & conditions set out below. In consideration of **Assurant Securities & Management Limited**; Registered Office: Amin Court (2nd Floor), Room No. 204, 62-63 Motijheel C/A, Dhaka-1000, Bangladesh (CDBL Participant) opening the account providing depository account facilities to me/us, I/We have signed the BO Account Opening form as a token of acceptance of the terms & conditions set out below:

01. I/We agree to be bound by the Depositories Act 1999, Depositories Regulations 2000, the Depository (user) Regulations 2003, and abide by the Bye Laws and operating instructions issued from time to time by CDBL.
02. CDBL shall allocate a unique identification number to me/us (Account Holder BO ID) for the **Assurant Securities & Management Limited** (CDBL Participant) to maintain a separate Account for me/us, unless I/we instruct the **Assurant Securities & Management Limited** to keep the securities in an Omnibus Account of the **Assurant Securities & Management Limited** (CDBL Participant). The **Assurant Securities & Management Limited** shall however ensure that my/our securities shall not be mixed with the **Assurant Securities & Management Limited** (CDBL Participant's) own securities.
03. I/We agree to pay such fees, charges and deposits to the **Assurant Securities & Management Limited** as may be mutually agreed upon for the purpose of opening & maintaining my/our Account for carrying out the instructions and for rendering such other services as are incidental or consequential to my/our holding securities in and transacting through the said depository account with the **Assurant Securities & Management Limited**.
04. I/We shall be responsible for:
  - (a) The veracity of all statements and particulars set out in the account opening form, supporting or accompanying documents.
  - (b) The authenticity and genuineness of all certificates and/or documents submitted to the **Assurant Securities & Management Limited** (CDBL Participant) along with or in support of the account opening form or subsequently for dematerialization;
  - (c) Title to the securities submitted to the **Assurant Securities & Management Limited** (CDBL Participant) from time to time for dematerialization;
  - (d) Ensuring at all times that the securities to the credit of my/our account are sufficient to meet the instruction issued to the **Assurant Securities & Management Limited** for effecting any transaction/transfer;
  - (e) Informing the **Assurant Securities & Management Limited** at the earliest of any change in my/our account particulars such as address, bank details, status, authorization, mandates, nomination & signature etc.
  - (f) Furnishing accurate identification details whilst subscribing to any issue of securities.
05. I/We shall notify the **Assurant Securities & Management Limited** of any change in the particulars set out in the application form submitted to the **Assurant Securities & Management Limited** at the time of opening the account or furnished to the **Assurant Securities & Management Limited** (CDBL participant) from time to time at the earliest. **Assurant Securities & Management Limited** (CDBL Participant) shall not be liable or responsible for any loss that may be caused to/us by reason of my/our failure to intimate such change to the **Assurant Securities & Management Limited** (CDBL Participant) at the earliest.
06. Where I/We have executed a BO Account Nomination Form
  - (a) In the event of my/our death, the nominee shall receive/draw the securities held in my/our account.
  - (b) In the event, the nominee so authorized remains a minor at the time of my/our death, the legal guardian is authorized to receive/draw the securities held in my/our account.
  - (c) The nominee so authorized, shall be entitled to all my/our account to the exclusion of all other persons i.e my/our heirs, executors and administrators and all other persons claiming through or under me/us and delivery of securities to the nominee in pursuance of this authority shall be binding on all other persons.
07. I/We may at any time call upon the **Assurant Securities & Management Limited** to close my/our account with the **Assurant Securities & Management Limited** provided no instructions remain pending or unexecuted and no fees or charges remain payable by me/us to the **Assurant Securities & Management Limited**, in such event I/we may close my/our account by executing the account closing form if no balances are standing to my/our credit in the account. In case any balances of securities exist in the account, the account may be closed by me/us in one of the following ways;



- (a) By rematerialization of all existing balances in my/our account,
- (b) By transfer of all existing balances in my/our account to one or more of my/our other account(s) held with any other **Assurant Securities & Management Ltd.** (CDBL Participant) (s);
- (c) By rematerialization of a part of the existing balances in my/our account and by transferring the rest to one or more of my/our other account(s) with any other CDBL Participant(s);
08. CDBL Participant covenants that it shall;
- (a) Act only on the instructions or mandate of the Account Holder or that of such person(s) as may have been duly authorized by the Account Holder in that behalf.
- (b) Not effect any debit or credit to and from the account of the Account Holder without appropriate instructions from the Account Holder.
- (c) Maintain adequate audit trail of the execution of the instructions of the Account Holder.
- (d) Not honor or act upon any instructions for effecting any debit to the account of the Account Holder in respect of any securities unless;
- i) such instructions are issued by the Account Holder under his/her signature or that of his/her/its constituted attorney duly authorized in that behalf;
- ii) the **Assurant Securities & Management Ltd.** is satisfied that the signature of the Account Holder under which instructions are issued matches with specimen signature of the Account Holder or his/her/its constituted attorney available on the records of the **Assurant Securities & Management Ltd.** (CDBL Participant);
- iii) the balance of clear securities available in the Account Holder's account are sufficient to honour the Account Holder's instructions.
- (e) Furnish to the Account Holder a statement of his/her/its account at the end of every month if there has been even a single entry or transaction during that month, and in any event once at the end of each financial year. The **Assurant Securities & Management Limited** shall furnish such statements at such shorter period as may be required by the Account Holder on payment of such charges by the Account Holder as may be specified by the **Assurant Securities & Management Limited**. The Account Holder shall scrutinize every statement of account received from the **Assurant Securities & Management Limited** for the accuracy and veracity thereof and shall promptly bring to the notice of the **Assurant Securities & Management Limited** any mistakes, inaccuracies or discrepancies in such statements.
- (f) Promptly attend to all grievances/complaints of the Account Holder and shall resolve all such grievances/complaints as they relate to matters exclusively within the domain of the **Assurant Securities & Management Limited** with in one month of the same being brought to the notice of the **Assurant Securities & Management Limited** (CDBL Participant ) and shall forthwith forward to and follow up with **Central Depository Bangladesh Limited (CDBL)** all other grievances/complaints of the account holder on the same being brought to the notice of the **Assurant Securities & Management Limited** and shall endeavour to resolve the same at the earliest.
09. The **Assurant Securities & Management Limited** shall be entitled to terminate the account relationship in the event of the Account Holder;
- (a) Failing to pay the fees or charges as may be mutually agreed upon within a period of one month from the date of demand made in that behalf;
- (b) Submitting for dematerialization any certificates or other documents of title which are forged, fabricated, counterfeit or stolen or have been obtained by forgery or the transfer whereof is restrained or prohibited by any direction, order or decree of any court or the **Bangladesh Securities & Exchange Commission (BSEC)**;
- (c) Commits or participates in any fraud or other act or moral turpitude in his/her/its dealings with the **Assurant Securities & Management Limited**.
- (d) Otherwise misconducts himself/herself in any manner.

#### Declaration and Signature

I/We hereby acknowledge that I/we have read and understood the aforesaid terms & conditions for operating Depository Account (BO Account) with **Assurant Securities & Management Limited** and agree to comply with them.

| Applicants                       | Full Name (In Block Letter) | Signature with date |
|----------------------------------|-----------------------------|---------------------|
| First Applicant                  |                             |                     |
| Second Applicant                 |                             |                     |
| 3rd Signatory<br>(Ltd. co. only) |                             |                     |







## 4. Photograph of Power of Attorney Holder :

|              |  |
|--------------|--|
|              | <p>Please paste<br/>recent passport<br/>size Photograph of<br/>Power of Attorney</p> |
| (POA Holder) |  |

## 5. DECLARATION :

The rules and regulations of the depository and CDBL Participant pertaining to an account which are in force now have been read by me/us and I/we have understood the same and I/we agree to abide by and to/be bound by the rules as are in force from time to time for such accounts. I/We also declare that the particulars given by me/us are true to the best of my/our knowledge as on the date of making such application. I/We further agree that any false/misleading information given by me/us or suppression of any material fact will render my/our account liable for termination and further action.

| Applicants                       | Name of applicants / Authorized signatories in case of Ltd. Co. | Signature with date |
|----------------------------------|---|---------------------|
| POA Holder                       |   |                     |
| First Account Holder             |   |                     |
| Second Account Holder            |   |                     |
| 3rd Signatory<br>(Ltd. Co. only) |   |                     |







- 1.2. "Agreement"** Means this Agreement for Margin account between the account holder(s)/client and the Company executed on the date first above written and also includes any amendment alteration, modifications made there in from time to time.
- 1.3 "Margin Account"** Means the aggregate amount of cash and market value of securities deposited by a client / account holder(s) into his/her/their margin account, but excludes securities, bought in the margin account.
- 1.4 "Change in Law"** Means the adoption, promulgation, amendment, modification, repeal or reinterpretation after the date of execution of this agreement by any Government Authority of any law of Bangladesh.
- 1.5 "Portfolio Value"** Means total market value of all the stocks held in the client's/account holder(s) account.
- 1.6 "Debit Balance"** Means the total value of cash owed by the CLIENT to the company together with any interest, brokerage, CDBL charges and any other charges to the Broker in the client's account for securities transaction into the said account.
- 1.7 "Laws of Bangladesh"** Means, in relation to this agreement, all laws enforced in Bangladesh and include all rules, regulation, orders, directives, notifications made or issued by any competent authority pursuant to or under any such law and any Decree or Judicial decision given or pronounced by any Court of Competent Jurisdiction. The term shall also include the Bangladesh Securities and Exchange Ordinance 1969 (XVII of 1969). The Securities and Exchange Commission Act 1993 (XV of 1993), and rules and regulations made thereunder, and in particular, the Margin Rules 1999 (BSEC/Section-5/98-542/141 dated 28 April 1999), all as amended, modified or replaced from time to time.

#### **METHODOLOGY:**

- (1) The CLIENT would be required to submit an application to **Assurant Securities & Management Limited** for the Margin Trading Facility.
- (2) The CLIENT which is a legal person (in case of company/Trust) shall be allowed to commence Margin Trading only when it shall furnish copies of the relevant extracts of constitutional documents (i.e. certified copy of Trust Deed or certificate of incorporation along with Memorandum and Articles of Association as the case may be) and a resolution that authorizes that specific entity and its representatives to conduct Margin Trading.
- (3) The facility granted under this account shall be short term facility and shall be valid at the sole discretion of **Assurant Securities & Management Limited** and repayable on demand of **Assurant Securities & Management Limited** and shall attract/Carry Interest Rate, Commission and other charges as fixed by the management of **Assurant Securities & Management Limited** from time to time.
- (4) The client's contribution of shares or cash or both will be deposited to the client's account/BO account. The value of shares shall be calculated of a daily basis as per day's closing price of DSE.
- (5) "**Assurant Securities & Management Limited**" shall have absolute discretion to accept or decline any security, against which investment facility may be granted and shall reserve the right to make changes in their list of "Approved Securities" at any given moment.
- (6) Only "**Approved Securities**" may be used as collateral for Margin Trading. A list of the "Approved Securities" which will be updated form time to time will be available with "**Assurant Securities & Management Limited**".
- (7) If and when a previously approved share is later disqualified/disapproved /takenout from the approved list, the said share shall be excluded from all subsequent margin calculations.
- (8) By using the credit facility granted under this agreement, the client may purchase "Approved Securities" through **Assurant Securities & Management Limited** into the "Client's Account" to a maximum value of 50% of the portfolio value. The client shall at all times be responsible to maintain strictly the maximum limit of the "Debit Balance" at any given time and Management can change limit from time to time.



- (9) If Debit Balance goes above 55% of the portfolio value due to fluctuation of value in the market or any other event, **Assurant Securities & Management Limited** will issue a "Margin Call" to the client. Margin call may be either in writing or via telephone call.
- (10) If the CLIENT doesn't respond to Margin Call, in that case, **Assurant Securities & Management Limited** will sell out whatever shares **Assurant Securities & Management Limited** deems appropriate to regularize the "Debit Balance" to 50% of the portfolio value (+ / - 5% deviation accepted in case of adjustment) and **Assurant Securities & Management Limited** may act upon as the attorney of the client in accordance with the terms thereof and in terms of the margin rules.
- (11) If the "Debit Balance" reach to 66% of portfolio value due to a sudden fall in the market or any other event then in such a case without any notice in that trading day or next day, **Assurant Securities & Management Limited** will sell out shares of any company whatsoever as it deems proper to regularise the Debit Balance. Any residual shares will remain in the account and will be available to client.
- (12) If the client exceeds the value of the "Debit Balance" above the stipulated limit and/or violates any other terms and conditions or rules/requirements as laid down by "**Assurant Securities & Management Limited**" or any regulatory authority from time to time, **Assurant Securities & Management Limited** shall have absolute discretion at the "client's" risk to sell/buy any or all shares of any company whatsoever in the "Client Account" without any consent of any form from the client in order to adjust "Debit Balance" of the account. In the event the portfolio value of the "Client's Account" becomes inadequate to regularize the "Debit Balance" the client shall be under obligation to make cash payment to settle any short fall.
- (13) The client shall pay brokerage commission for all transactions i.e. both buy and sell, in the "Client's Account" The rate of brokerage will be fixed by "**Assurant Securities & Management Limited**" that can change limit from time to time.
- (14) "**Assurant Securities & Management Limited**" shall have the authority to give notice to the client to adjust the debit balance in "Client's Account" within 20 trading days for whatever reason which **Assurant Securities & Management Limited** reserves the right to or not to divulge to client. If client doesn't respond to such notice, "**Assurant Securities & Management Limited**" shall have absolute discretion at the client's risk to sell /buy any or all shares or securities of any company whatsoever in the "Client's Account" without any consent from the client in order to adjust the debit Balance of the "Margin Account".
- (15) "**Assurant Securities & Management Limited**" will charge interest to CLIENT'S Account for any debit balance calculated on a daily basis and shall be charged quarterly. **Assurant Securities & Management Limited** may however, change the interest rate with due notice and without assigning any reason to the account holder.
- (16) The client account will be fully operated (all buy/sell decision) by the client at all times other than in the instance of "**Assurant Securities & Management Limited**" regularizing the account.
- (17) The Margin Account holder shall not be allowed to purchase any security which belongs to **Z group**.
- (18) Trading will take place in the Same Day as with normal accounts i.e. either by giving written order by facsimile message or e-mail.
- (19) If the client wants to enjoy Margin facility, in that case **Assurant Securities & Management Limited** will charge Tk 3000.00 (three thousand) only (one off) to the client's account for margin agreement.
- (20) **Assurant Securities & Management Limited** shall have absolute right to change rectify, modify or include/exclude any terms and conditions in addition to/ from the above at any time depending on the money market and capital market conditions.

(21) **Security**

The shares or cash brought by the client together with shares purchased by using debit balance will be considered as collateral for the "Margin Trading Facility."

However, the shares brought by the client to cover Margin Requirement should meet following criteria.

- The shares should be acceptable to **Assurant Securities & Management Limited** .
- The shares should be Tradable in the DSE.
- The shares should be A, B & N category.
- The shares should possess reasonable liquidity.



**(22) The client hereby irrevocably authorizes Assurant Securities & Management Limited :**

- (a) To deal with all the client's securities deposited in the BO account with "Central Depository System" (CDS) from time to time and at all times whatsoever independently and at the sole discretion of **Assurant Securities & Management Limited** as long as the client's liabilities in the repayment of all such facilities remain outstanding.
- (b) To purchase and sell any such securities of the client deposited with "CDS" and to deal or negotiate with other institution, engaged in the purchase or sale of any securities on the client's behalf and to deal with any other matters relating to the "Client's account / BO account" with or without instructions given to **Assurant Securities & Management Limited** by the client and the client hereby agrees that he / she shall at all times ratify and endorse such acts of **Assurant Securities & Management Limited**. **Assurant Securities & Management Limited** shall not be liable for any loss caused to the client directly or indirectly resulting from any such act of commission or omission.
- (c) To debit the client's account for any sums or sum of money being purchase price of marginable securities, brokers commissions, payments for rights and benefits in respect of marginal securities, transaction fee, interest, CDBL charges or for any payment whatsoever.
- (d) To issue pay orders, bank drafts or transfer funds by any means to any person(s) and for any amount in respect of any transaction pertaining to the business covered herein.
- (e) Generally to do all things which the client is empowered to do with respect to the "Client's Account".
- (f) The client shall indemnify **Assurant Securities & Management Limited** in full and shall keep indemnified at all times against any losses, liabilities, expenses and costs whatsoever incurred by **Assurant Securities & Management Limited** as a result of any such transactions aforesaid.
- (g) The client further gives irrevocable power of attorney to **Assurant Securities & Management Limited** to sign CDBL pay in and payout instruction slip on behalf of the client, as and when required.

**Assurant Securities & Management Limited agrees with the client as follows:**

- (a) Both the client and **Assurant Securities & Management Limited** shall have the right at any time in their absolute respective discretion and without having to furnish any reason therefore, to close the "Client's Account" by giving one month's prior written notice of closure to the client and any debit of the client account (if any) will be adjusted.
- (b) **Assurant Securities & Management Limited** shall act directly as the agent of the client in respect of all dealings of marginable securities and the client shall remain principally liable for all dealings, negotiation and transactions entered into by **Assurant Securities & Management Limited** on behalf of the client.
- (c) Where the client is in default of payment of legal fees, stamp duty or other out of pocket expenses incurred by **Assurant Securities & Management Limited** with statutory lavies and **Assurant Securities & Management Limited** shall have the rights to recover such expenses from the client's by debiting the "Client Account".
- (d) The terms & conditions contained herein shall not be altered, amended or modified except in writing by the duly authorized representatives of each party hereto.
- (e) In the event of death of one of the joint account holder, the survivor and on the death of sole Account Holder, the heirs, nominees or successors shall be the beneficiary of as sell as liable for the transactions.

**IN WITNESS WHEREOF, the parties herein cause this Agreement for Margin Account Signed on the day, date and year first above mentioned.**

\_\_\_\_\_  
Signature(s) of the Account Holder(s)

\_\_\_\_\_  
Signature of the Company

**For Official Use Only**

Date : 

|   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|
| D | D | M | M | Y | Y | Y | Y |
|   |   |   |   |   |   |   |   |

Client Account No. 

|  |  |  |  |  |  |
|--|--|--|--|--|--|
|  |  |  |  |  |  |
|--|--|--|--|--|--|

Margin account may be opened

\_\_\_\_\_  
Signature of Dealing Officer

\_\_\_\_\_  
Signature of the Approving Authority





# Assurant Securities & Management Limited

Registered Office: Amin Court (2nd Floor), Room No. 204,

Extension Office: Amin Court (3rd Floor), Room No. 303,

62-63 Motijheel C/A, Dhaka-1000, Bangladesh.

PABX : +880-2-47120890-1, +880-2-47121232.

E-mail : assurantsecurities62@gmail.com, assurant\_securities62@yahoo.com

## KYC Profile Form

1. Title of Account :

2. Applicant's Name :

3. Type of BO A/C :  4. Account Number :

5. Name of A/C Opening Officer :  Designation :

6. Actual Beneficiary (if applicable) :  
Name : .....  
Address : .....

7. Profession : 1. Business  2. Service  3. Others  \_\_\_\_\_  
(Please specify)

a) In Case of Business (Business Information) :  
Business Name : .....  
Address : .....

TIN :

VAT Registration No. (If applicable) :

b) In Case of Service (Service Information) :  
Employer's Name : .....  
Address : .....

c) In Case of Other (Practice Information) :  
Particulars : .....  
Address : .....

d) In Case of NRB/Foreigner : b) Type of Visa  Resident  Work Valid up-to

C) Passport Number  Valid up-to

8. Source of Fund :   
(Please mention one or more source)

### 9. Sanction Screening as per BFIU Guideline :

- a. Is the person's name listed in the local sanction list of BFIU circulars or GOB? Yes/No
- b. Is the person's name listed in the United Nations Security Council Resolution 1267 and its successors, 1373,1540,1718 and 1737? Yes/No

Customer's Signature

Authorized Signature



**Documents required for opening Trading Account/BO Account with  
Assurant Securities & Management Limited**

**For individual / Joint Account Holder:**

1. Three copies recent Passport size photograph of each Account Holder  
(The Account Holder must sign on the back side of the Photograph)
2. Photocopy of MICR Cheque leaf / Bank Statement of the Account Holder
3. Photocopy of valid Passport (Page 1 to 5)
4. Three Copies recent Passport size photograph of Nominee(s) duly attested by the Account Holder(s)
5. Three Copies recent Passport size photograph of authorized person(s) duly attested by the Account Holder(s)
6. Photocopy of National ID Card (**Must**) OR bank certificate (Containing Name of the Applicant, Father's Name Mother's Name and bank account number. The Signature should be similar to bank account form and BO A/C Application form).
7. Photocopy of e-TIN Registration Certificate (If any)

**For Non-Resident Bangladeshi (Individual or Joint):**

1. Two copies recent Passport size photograph of each Account Holder  
(The Account Holder must sign on the back side of the Photograph)
2. Photocopy of MICR Cheque leaf / Foreign Currencies Bank Account Statement
3. Photocopy of valid Passport (Page 1 to 5)
4. Service agreement with the employer / work permit / valid work visa
5. Passport size photograph of authorized person(s) duly attested by the Account Holder(s)
6. Non-resident Investors Taka Account (NRITA Account ) Certificate (Containing Name of the Applicant, Father's Name, Mother's Name and bank account number).

**For Local Institution:**

1. Trade License (valid)
2. Memorandum & Articles of Association
3. Certificate of Incorporation
4. Board Resolution regarding operation in Capital Market
5. List of authorized signatories to operate the Account
6. Photograph(s) of authorized person(s) must be attested by CEO/MD (3 copies recent Passport size Photograph for Each Person)
7. Bank Statement
8. If the Institution is proprietorship concern, Power of Attorney (POA) of signatory(s) should be provided

**BO Account opening charges and fees for Bangladeshi / Non- Resident Bangladeshi / Local Institution**

| Category              | Account Opening Charges (Taka) | Commission/ CDBL Charges (%) | Other Charges (If Any) | Yearly BO A/C Maintenance Fee | Interest on Margin A/C (Taka) |
|-----------------------|--------------------------------|------------------------------|------------------------|-------------------------------|-------------------------------|
| For Bangladeshi       | 500.00                         |                              |                        |                               |                               |
| For Non-Resident      | 500.00                         |                              |                        |                               |                               |
| For Local Institution | 500.00                         |                              |                        |                               |                               |

**An Account Holder has to keep minimum balance of Tk. 2,000.00 (Taka Two Thousand) in his / her Account (the amount is refundable at the time of closing the account).**







