

Date:

To,  
Horizon Financial Consultant Pvt. Ltd.  
56E, Hemanta Basu Sarani, Stephen House  
4<sup>th</sup> Floor, Room No. 62  
Kolkata – 700 001

Dear Sir/Madam

**Re: Request for Activation of Dormant Account –Trading Code:** \_\_\_\_\_

I / We \_\_\_\_\_ is/are maintaining the above trading account with you.

I/We have not operated the said trading account for a long time and understand that due to security reasons; the Member has classified the said account as “dormant”. I/We now would like to operate the said trading account regularly and request you to re-classify the account as “active”. I/We have received all the contract notes and obligation statement since account opening whose details are reflected in my ledger account. As on date I have no grievances regarding the trades against the company and would like to trade in future. Further I/We agree to update the financial details every year as per regulatory requirements.

As required please find enclosed one financial document from the following prescribed document duly attested by me/us along with Pan Card:

- Copy of ITR Acknowledgement
- Copy of Annual Accounts
- Copy of Form 16 in case of salary income
- Net-worth certificate
- Salary Slip
- Bank account statement for last 6 months
- Any other relevant documents substantiating ownership of assets

Additional document submitted by us as it is Corporate Trading Account:

- Audited Financial Statements
- Share Holding Pattern

I/We agree to pay all the pending / recoverable charges in my account.

Yours truly,

Signature(s)  
(*to be signed by account holders*)

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FOR OFFICE USE ONLY

Signature(s) Verified by  
Account Activation

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Signature(s) of Horizon Officials: \_\_\_\_\_