



## **POLICY FOR PRE-FUNDED INSTRUMENTS**

In accordance with SEBI circular ref. no. CIR/MIRSD/03/2011 dated June 9, 2011, and National Stock Exchange vide circular no. NSE/INSP/18024 dated 09-Jun-2011. The following policy will be adopted by Vikash Stock Broking Services Pvt. Ltd.

**A.** If the aggregate value of pre-funded instruments is Rs.50,000/- or more, per day per client, we will accept the instruments only if the same are accompanied by the name of the bank account holder and number of the bank account debited for the purpose, duly certified by the issuing bank.

The mode of certification may include the following.

- a) Certificate from the issuing bank on its letterhead or on a plain paper with the seal of the issuing bank.
- b) Certified copy of the requisition slip (portion which is retained by the bank) to issue the instrument.
- c) Certified copy of the passbook/bank statement for the account debited to issue the instrument.
- d) Authentication of the bank account-number debited and name of the account holder by the issuing bank on the reverse of the instrument.

**B.** We will maintain an audit trail of the funds received through electronic fund transfers to ensure that the funds are received from clients only

### **Policy Communication:**

A copy of this policy shall be made available to all the relevant staff who are responsible for receipt of fund from client and customer service executives.

Vikash Stock Broking Services Pvt. Ltd.

Vikash Kumar Borkar

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