

TREC Holder No.:DSE-193 & CSE-081
Reg.No.-3.1/DSE- 193/2011/ 454 & 3.2/CSE-081/2011/261

[illegible][illegible][illegible][illegible][illegible]

Resident ☐ Non Resident ☐

[illegible][illegible]

Mobile No :

[illegible]

A Subsidiary of **DHAKABANK** PLC

DHAKABANK SECURITIES

L I M I T E D

Depository Participant (DP) No. : 16300, Central Depository Bangladesh Ltd.

Corporate Member : DSE -193, CSE- 081

Adamjee Court (1st Floor), 115-120, Motijheel C/A

Dhaka-1000, Bangladesh

1st Applicant's
Photograph

2nd Applicant's
Photograph

SIGNATURE CARD

Client Code :

BO Account No.

A/C Holder	Name of A/C Holder	Signature
First A/C Holder		
Second A/C Holder		
Third A/C Holder (Ltd. Co. Only)		
Name of Authorised Person/ Operator		
Name of Nominee		
Name of Power of Attorney		

FOR OFFICE USE ONLY :

Authorised Officer :

Signature :

Name :

Approved by :

Signature :

Name :

BO ACCOUNT OPENING CHARGES

- BO Account Opening Form Charge Tk. 500/- (Non Refundable)
- BO Account Opening Charge Tk..... (Non Refundable)
- BO Account Maintenance Fee Tk..... (Yearly)

INDIVIDUAL / JOINT ACCOUNT :

1. Account to be Introduced by an Existing A/C Holder.
2. Recent Passport Size Photograph (3 copies) of A/C Holder and on the opposite side of the Photographs, A/C Holder's signature must be attested by introducer.
3. Recent Passport size Photograph (2 copies) of Nominee and on the opposite side of the Photographs, Nominee's signature must be attested by A/C Holder.
4. Bank A/C statement of A/C Holder (for joint A/C Holder, Bank A/C statement of both the applicants).
5. Bank Certificate mentioning Father's Name, Mother's Name, Signature of the applicant attested by Branch Manager / National ID.
6. Recent Passport size Photograph of Authorized person (if applicable) must be attested by A/C Holder.
7. At Least One Nominee is Mandatory for Individual and Joint Account.

COMPANY :

1. Board resolution.
2. Memorandum and Articles of Association.
3. TIN/BIN Certificate.
4. Trade License/ Certificate of Incorporation.
5. Photocopy of Certificate of Citizenship / Passport /National ID / Driving License / Ward Commissioner Certificate.
6. Recent Passport size Photograph (3 copies) of Authorized person.
7. Bank A/C Statement of the Company duly authenticated by the Bank.
8. Bank Certificate of the Company duly authenticated by the Bank.
9. Form XII and Schedule X (Annual Return).

TERMS AND CONDITIONS FOR OPENING A BROKERAGE ACCOUNT

DECLARATION

I/we the undersigned whose information is given in the Brokerage Application Form hereby request to be registered as a client of **DHAKA BANK SECURITIES LIMITED** 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 **DHAKA BANK SECURITIES LIMITED**

TERMS AND CONDITIONS

Instructions : A written instruction shall be given to **DHAKA BANK SECURITIES LIMITED** from time to time to purchase and/or sell Investments (which shall mean and include stocks, debentures, mutual funds and private placement) on behalf of the account holder. On receipt of such instructions along with a cash deposit or delivery of shares, **DHAKA BANK SECURITIES LIMITED** shall, so far as **DHAKA BANK SECURITIES LIMITED** considers it reasonably practicable, purchase and/or sell Investments in accordance with those instructions, provided that (i) Any such dealings do not contravene any applicable laws or regulations, (ii) **DHAKA BANK SECURITIES LIMITED** 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 limit 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 below).
- ◆ 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. A Seller must include the exact format of their holding. 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 Accounts: If this is a joint account, unless the account holders notify **DHAKA BANK SECURITIES LIMITED** otherwise and provide such documentation, as **DHAKA BANK SECURITIES LIMITED** may require, the brokerage accounts (s) shall be held by the account holders jointly with rights or survivorship (payable to either of 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. **DHAKA BANK SECURITIES LIMITED** shall be fully protected and indemnified in acting but shall not be required to act upon the instructions of either of the account holder, who shall be liable, jointly and severally, for any amounts due to **DHAKA BANK SECURITIES LIMITED** pursuant to this agreement, whether incurred by either or both of the account holders.

Jumbo and Market Lots : When an account holder wishes to sell stock, he/she must inform **DHAKA BANK SECURITIES LIMITED** as to the format of the lot being sold, for example 5000 shares in 10's and 2000 in 5's (Jumbo lots are difficult to split with the company and so face a considerable discount to market price).

Risk : The account holder (s) understand (s) that the stock market is a rapidly changing market and that there is an inherent risk in incurring loss in share dealings, which **DHAKA BANK SECURITIES LIMITED** is not in anyway whatsoever liable and/or responsible for the share dealings of the account holder.

Limit Orders : While **DHAKA BANK SECURITIES LIMITED** will endeavor to purchase or sell the Investment within the limits of the prices that may be notified by the account holder, **DHAKA BANK SECURITIES LIMITED** does not guarantee or assure that the transactions will be materialized on such notified limits. **DHAKA BANK SECURITIES LIMITED** will always endeavor to obtain the best price.

Agents : **DHAKA BANK SECURITIES LIMITED** 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. **DHAKA BANK SECURITIES LIMITED** may seek and act on an opinion from any lawyer, accountant or professional adviser or other expert and shall not incur any liability by acting upon such opinion.

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

Payment and Disclosure : DHAKA BANK SECURITIES LIMITED shall not be obliged to make any payment on behalf of the account holder. DHAKA BANK SECURITIES LIMITED 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 DHAKA BANK SECURITIES LIMITED will not be liable in any way to account holder for so doing.

Cancellation Provisions : DHAKA BANK SECURITIES LIMITED is authorized, in its absolute discretion, should be undersigned die or should DHAKA BANK SECURITIES LIMITED for any reason whatsoever deem it necessary for its protection, without notice, to cancel any outstanding order s 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 DHAKA BANK SECURITIES LIMITED as a broker/member of the DSE and CSE, the account holder shall be indemnified if and only as provided by the Rules and Regulations of the DSE/CSE.

Confirmations and Settlements : DHAKA BANK SECURITIES LIMITED shall use its best endeavors to provide the account holder with (a) written confirmation of each transaction it has effected on instructions; and (b) contract notes (in such form as DHAKA BANK SECURITIES LIMITED 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 its/ their instructions.

Fees and Expenses : The account holder will pay a brokerage commission of _____, and any other related expenses as charged that may change from time to time be applicable. Every transaction concluded through and recognized by the DSE or CSE is subject to transaction levies or other fees imposed by the DSE & CSE. The account holder understands, acknowledges and accepts that the rate of commission may be changed from time to time at the discretion of DHAKA BANK SECURITIES LIMITED

Set-off : DHAKA BANK SECURITIES LIMITED shall be entitled to, in respect of all commission, costs, charges or expenses, set off from any monies from time to time held by DHAKA BANK SECURITIES LIMITED for the account holder and if such monies are insufficient for the purpose, to sell any Investments held by DHAKA BANK SECURITIES LIMITED or any of its agents on behalf of the account holder.

Termination : This agreement will stand terminated :

- i) Upon the expiry of the period of this Agreement unless renewed upon mutual agreement between DHAKA BANK SECURITIES LIMITED and the Account Holder.
- ii) Before the expiry of the period of this Agreement, if either DHAKA BANK SECURITIES LIMITED or the Account Holder gives months' notice. Termination shall not absolve the parties from completing accounts and adjusting any outstanding dues or respective rights and obligations under this agreement.
- 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 is capable of assignment by both the account holder and DHAKA BANK SECURITIES LIMITED without the consent of the other but the notice of assignment must be given to the other in writing.

Force Measure : DHAKA BANK SECURITIES LIMITED shall not be liable for any loss, damages, expenses, costs or otherwise resulting directly or indirectly from any Government restriction, exchange ruling, suspension of trading, war, strike, national disaster of any other event or measured circumstance beyond its control.

Forged Shares : DHAKA BANK SECURITIES LIMITED shall not be liable or responsible for any shares that are found to be forged. However, DHAKA BANK SECURITIES LIMITED 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, telex, telegram, cable or letter) or orally and shall be sent to DHAKA BANK SECURITIES LIMITED and the account holder at the address, fax and/ or telex number shown herein or at such other address as may be communicated by the parties here to 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 facsimile, telex, telegram or cable on the day of dispatch with physical or actual confirmation.
- (C) All verbal 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 **DHAKA BANK SECURITIES LIMITED** officers confirming the monies and/or liabilities for the time being due and/or incurred to by the account holder shall be conclusive evidence thereof against him/her.

Disputes and Resolution of Dispute : In case of any dispute arising between **DHAKA BANK SECURITIES LIMITED** the 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 for both the parties. The arbitration shall be conducted in accordance with the Arbitration Act. 2001.

I/we have read the terms and conditions contained above and agreed with such terms and conditions. I/we put my/our/company seal and signature on this the day of20.....

Signature of the Account Holder

Signature of joint Account Holder

Witnessed by :

Signature :

Name :

Address :

Witnessed by :

Signature :

Name :

Address :

CDBL Bye Laws

Form 02

Branch

Please complete all details in CAPITAL letters. **Please fill up 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 Account Category : Regular ☐ Omnibus ☐ Clearing ☐ **BO Account Type:** Individual ☐ Company ☐ Joint Holder ☐

Name of CDBL Participant (Up to 99 Characters) **DHAKA BANK SECURITIES LIMITED**

CDBL Participant ID

BO ID

Account Opening date (dd/mm/yyyy)

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

1. First Applicant

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

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

Titel i.e. Mr./Mrs.

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

In Case of Individual Male ☐ Female ☐ Occupation _____ Nature _____

Father's/Spouse Name

Mother's Name

2. Contact Details

Present Address _____

City _____ Post Code _____ State/Division _____ Country _____ Telephone No. _____

Mobile Phone No. _____ Fax No. _____ E-mail _____

Permanent Address _____

3. Identification Details

NID/Passport No. _____ Place of Issue _____ Date of Issue _____ Expiry Date _____

4. Bank Details

Routing Number _____ Bank Account Number

Bank Name _____ Branch Name _____ District Name _____

Bank Identifier Code (BIC) _____ SWIFT Code _____ International Bank A/C no. (IBAN) _____

Electronic Dividend Credit : Yes ☐ No ☐ Tax Exemption if any : Yes ☐ No ☐ TIN/Tax ID _____

5. Other Information

Residency : Resident ☐ Non Resident ☐ Nationality _____ Date of Birth (dd/mm/yyyy)

Statement Cycle : Daily ☐ Weekly ☐ Fortnightly ☐ Monthly ☐ Other (please Specify) _____

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

In case of Company :

Registration No. _____ Date of Registration (dd/mm/yyyy)

6. Joint Application (Second Account Holder)

Name in full of Account Holder (Up to 99 Characters) _____

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

Titel i.e. Mr./Mrs.

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 (es) to nominate a person (s) who will be entitled to receive all securities outstanding in the account in the event of 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 including names of nominees, relationship with first account holder, percentage of distribution and contact details. If any nominee is minor, guardian's name, address and relationship with nominee must be provided.

9. Power of Attorney (POA)

If account holder (s) wish (es) 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 : Trading ID No. _____ DSE Trading ID No. _____ CSE

11. Photograph

Please paste recent passport size Photograph of 1st Applicant or Authorized Signatory in case of Limited Co. Only

1st Applicant of Authorized Signatory in case of Ltd.Co.

Please paste recent passport size Photograph of 2nd Applicant or Authorized Signatory in case of Limited Co. Only

2nd Applicant of Authorized Signatory in case of Ltd.Co.

Please paste recent passport size Photograph of Authorized Signatory in case of Limited Co. Only

Authorized Signatory in case of Ltd.Co.

12. Standing Instructions

I/We authorize you to receive facsimile (fax) transfer instructions for delivery. Yes ☐ No ☐

13. Declaration

The rules and regulations of the Depository and CDBL Participant pertaining to an account that 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 account. 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 on 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 an existing account holder Name _____ Depository Participant's Name _____

I confirm the indentity, occupation and address of the Applicant (s) _____

Introducer's Name _____

Signature of Introducer _____

Trading Account No.

Signature of Branch In-charge

Signature of Manager

CDBL Bye Laws

Form 23

Please complete all details in CAPITAL letters. **Please fill up all names correctly.** All communication shall be sent only to the correspondence address of **only** the first Named Account Holder as specified in BO Account Opening Form 02

Application No.	Date (dd/mm/yyyy)
Name of CDBL Participant (Up to 99 Characters) DHAKA BANK SECURITIES LIMITED	
Account Holder's BO ID	CDBL Participant ID
Short Name of Account Holder (Insert full name starting with the Title i.e. Mr./Mrs./Ms./Dr. abbreviate only if over 30 characters)	

I/We nominate the following person (s) who is/are entitled to receive securities outstanding in my/our account in the event of death of the sole holder or all the joint holders.

1. Nominee/Heirs Details

Nominee 1

Name in Full :

Short Name of Nominee 1 (Insert full name starting with the Title i.e. Mr./Mrs./Ms./Dr. abbreviate only if over 30 characters)

Titel i.e. Mr./Mrs.

Relationship with A/C Holder Percentage (%)

Address

City Post Code State/Division Country Telephone No.

Mobile Phone No. Fax E-mail

NID/Passport No. Place of Issue Date of Issue Expiry Date

Residency : Resident ☐ Non Resident ☐ Nationality Date of Birth (dd/mm/yyyy)

Guardian's Details (If Nominee is a Minor)

Name in Full

Short Name of Guardian's (Insert full name Title i.e. Mr./Mrs./Ms./Dr. abbreviate only if over 30 characters)

Date of Birth of Minor (dd/mm/yyyy) Maturity Date of Minor (dd/mm/yyyy)

Address

City Post Code State/Division Country Telephone No.

Mobile Phone No. Fax No. E-mail

NID/Passport No. Place of Issue Date of Issue Expiry Date

Residency : Resident ☐ Non Resident ☐ Nationality Date of Birth (dd/mm/yyyy)

CDBL Bye Laws

Form 23

Nominee 2

Name in Full _____

Short Name of Nominee 2 (Insert full name starting with the Title i.e. Mr./Mrs./Ms./Dr. abbreviate only if over 30 characters)

Titel i.e. Mr./Mrs.

Relationship with A/C Holder _____ Percentage (%) _____

Address _____

City _____ Post Code _____ State/Division _____ Country _____ Telephone No. _____

Mobile Phone No. _____ Fax No. _____ E-mail _____

NID/Passport No. _____ Place of Issue _____ Date of Issue _____ Expiry Date _____

Residency : Resident ☐ Non Resident ☐ Nationality _____ Date of Birth (dd/mm/yyyy) _____

Guardian's Details (If Nominee is a Minor)

Name in Full _____

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

Relationship With Nominee: _____

Date of Birth of Minor (dd/mm/yyyy) _____ Maturity Date of Minor (dd/mm/yyyy) _____

Address _____

City _____ Post Code _____ State/Division _____ Country _____ Telephone No. _____

Mobile Phone No. _____ Fax _____ E-mail _____

NID/Passport No. _____ Place of Issue _____ Date of Issue _____ Expiry Date _____

Residency : Resident ☐ Non Resident ☐ Nationality _____ Date of Birth (dd/mm/yyyy) _____

2. Photograph of Nominees/Heirs

Please paste
recent Passport
size
Photograph

Please paste
recent Passport
size
Photograph

Please paste
recent Passport
size
Photograph

Please paste
recent Passport
size
Photograph

Nominee/Heir 1

Nominee/Heir 2

Guardian 1

Guardian 2

Name

Signature

	Name	Signature
Nominee/Heir 1		
Guardian 1		
Nominee/Heir 2		
Guardian 2		
First Account Holder		
Second Account Holder		

CDBL Bye Laws

Please complete all details in CAPITAL letters. **Please fill up all names correctly.** All communication shall be sent to the correspondence of only the first Named Account Holder as specified in BO Account Opening Form-02

Application No	Date (dd/mm/yyyy)
Name of CDBL Participant DHAKA BANK SECURITIES LIMITED	
Account Holder's BO ID	CDBL Participant ID
Name of Account Holder (Insert full name starting with the Title i.e. Mr./Mrs./Ms./Dr. abbreviate only if over 30 characters)	

Power of Attorney Holder's Details

Name in Full
Short Name of Power of Attorney Holder's (Insert full name Title i.e. Mr./Mrs./Ms./Dr. abbreviate only if over 30 characters)

1. Power of Attorney Holder's Contact Details

Address				
City :	Post Code :	State/ Division :	Country :	Telephone No.
Mobile No.	Fax No.	E-mail		

2. Power of Attorney Holder's Passport Details

NID/ Passport No.	Issue Place	Issue Date	Expiry Date
--	----------------------------------	---------------------------------	----------------------------------

3. Other Information of Power of Attorney Holder

Residency : Resident ☐	Non Resident ☐	Nationality	Date of Birth (dd/mm/yyyy)
Power of Attorney Effective From		To	
D D M M Y Y Y Y		D D M M Y Y Y Y	

Remarks (Insert reference to POA document i.e. Specific POA or General POA etc.):

4. Photograph of Power of Attorney Holder

Please paste
recent Passport
size Photograph

(POA Holder)

5. Declaration

The rules & 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 account. 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 Applicant		
Second Applicant		
3 rd Signatory (Ltd. Co. only)		

CDBL Participant, Dhaka / Chittagong / Sylhet, Bangladesh

Dear Sir

Please open a depository Account (BO Account) in my/our name(s) on the terms & conditions set out below. In consideration of DHAKA BANK SECURITIES LIMITED, situated at Adamjee court, 115/120 Motijheel C/A, Dhaka 1000 (hereinafter called the "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 CDBL Participant to maintain a separate Account for me/us, unless I/we instruct the CDBL participant to keep the securities in an Omnibus Account of the CDBL participant. The CDBL Participant shall however ensure that my/our securities shall not be mixed with the CDBL participant's own securities.
03. I/We agree to pay such fees, charges and deposits to the CDBL participant as may be mutually agreed upon for the purpose of opening and 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 CDBL participant
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 CDBL Participant along with or in support of the account opening form or subsequently dematerialization;
 - (c) Title to the securities submitted to the CDBL participant from time to time for dematerialization;
 - (d) Ensuring at all time that the securities to the credit of my/our account are sufficient to meet the instructions issued to the CDBL participant for effecting any transaction/transfer;
 - (e) Informing the CDBL participant at the earliest of any changes 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 CDBL participant of any change in the particulars set out in the application form submitted to the CDBL participant at the time of opening the account or furnished to the CDBL participant from time to time at the earliest. The CDBL participant shall not be liable or responsible for any loss that may be caused to me/us by reason of my/our failure to intimate such change to the CDBL Participant at the earliest.
06. Where I/We have execute 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 (s).
 - (c) The nominee so authorized, shall be entitled to all my/our accounts 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 CDBL participant to close my/our account with the CDBL participant provided no instructions remain pending or unexecuted and no fees or charges remain payable by me/us to the CDBL participant in such event I/we may close my/our account by executing the account closing Form or if no balances are standing to my/our credit in the account. In Case any balance 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 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 Holder without appropriate instruction from Account Holder,
 - (c) Maintain adequate audit trail of the execution of the instructions of the Account Holder,
 - (d) Not honor or act upon any instruction 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 CDBL participant 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 CDBL participant,
 - (iii) The balance of clear securities available in the Account Holders account are sufficient to honor 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 CDBL participant shall furnish such statements at such shorter periods as may be required by the Account Holder on payment of such charges by the Account Holder as may be specified by the CDBL participant. The Account Holder shall scrutinize every statement of account received from the CDBL participant for the accuracy and veracity thereof and shall promptly bring to the notice of the CDBL participant any mistake(s) inaccuracy or discrepancy in such statement.
 - (f) Promptly attend to all grievances/complaints of the Account Holder and shall resolve all such grievances/complaints as it relate to matters exclusively within the domain of the 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 CDBL participant and shall endeavor to resolve the same at the earliest.
09. The CDBL participant 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 certificate or other documents of title which are forgery of the transfer 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 of the Securities & Exchange Commission
 - (c) Commits or participates in any fraud or other act or moral turpitude in his/her/its dealings with the CDBL participant.
 - (d) Otherwise misconducts himself/herself in any manner

10. 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 CDBL participant and agree to comply with them

Applicant(s)	Name	Signature with date
First Applicant		
Second Applicant		
3rd Signatory (Ltd. Co.only)		

This deed of agreement is made and executed on

BETWEEN

DHAKA BANK SECURITIES LIMITED, a fully owned subsidiary of Dhaka Bank Limited having its Head Office at Adamjee Court, 115-120 Motijheel Commercial Area, Dhaka-1000 hereinafter referred as Stock Broker/Stock Dealer in the name & style **DHAKA BANK SECURITIES LIMITED** at Adamjee Court, 115-120, Motijheel C/A, Dhaka of the ONE PART.

FIRST APPLICANT

1. Mr/Mrs 2. Mr/Mrs.

S/o/W/o 1. 2.

of 1. 2.

hereinafter referred as Individual/Limited Company/Public Limited Company (client) who is an investor/seller/buyer of share & stock of the 2nd PART. Both the parties are agreed on the following terms and conditions:

TERMS AND CONDITIONS

"BROKER" shall mean DHAKA BANK SECURITIES LIMITED

"BUYER" shall mean the person or company who intends to buy securities through the broker.

"Purchase Order" shall mean the order to be given by the buyer to the broker for purchase of shares.

"Seller" shall mean the person or persons or company who intends to sell his/her/their securities through the broker.

"Securities Account" shall mean the account opened by the seller/buyer with the broker to sell/buy securities.

"Settlement day" shall mean the days declared by the Stock Exchange, on which transactions carried out by the Broker on behalf of the seller/buyer at the Stock Exchange are settled/cleared with the Stock Exchange.

"CDBL" shall mean Central Depository Bangladesh Limited which was incorporated on 20th August, 2000 in Bangladesh.

SELL ORDER

The seller shall deliver to the broker valid and negotiable documents, i.e. transfer documents duly completed and signed by the seller together with relative securities certificates with valid title, prior to placing a sale order. If for any reason whatsoever securities delivered by the seller turns out to be forged, invalid, worn out, torn or defaced, the defaulting seller shall be liable to his broker for any loss or damage sustained or incurred. The defaulting seller shall be liable to replace such securities along with all benefits attributable to such securities within two days discretion to square-up the transaction commencing from market day after the stipulated period (as above), at the seller's risk and the seller shall be liable to the broker for any loss or damage sustained or incurred.

PAYMENT TO SELLER

The Broker shall make payment to the seller on the settlement day subject to the overall cash balance of the seller's "Securities Account":

PURCHASE ORDER

The Buyer shall pay the broker total value of the purchase order in the buyer's "Securities Account" prior to placing a purchase order.

PAYMENT TO BUYER

The Buyer shall pay his broker on or before the settlement day balance amount (if any), including charge of all securities purchased by him during the period of dealing for that settlement, if the buyer defaults for whatever the reason, he/she shall be liable to his/her broker for all loss or damage sustained or incurred. In addition, to adjust the outstanding amount, if any, the buying broker shall have the absolute discretion, to resell commencing from the market day after the day of settlement, the securities at the buyer's risk and the buyer shall be liable to the buying broker for any loss or damage sustained or incurred.

SETTLEMENT THROUGH CDBL

Since CDBL is involved in the settlement process client should follow the under mentioned rules:

Client must maintain a Beneficiary Owner's account with any depository participant, and client must inform the broker his/her BO account No. with authentic document before placing any sell order client must transfer his/her shares from his/her BO account to broker's clearing account with related instruction.

Client will pay the charges of CDBL, if transfer(s) the shares from clients BO account to broker's clearing account and clearing account to BO account. Broker reserves the absolute right to deduct the charges at source where applicable related to client CDBL operation. Client will be liable for any losses or damage occurred due to wrong or incorrect information related to CDBL given by the client.

GOVERNING LAW

All transactions shall be subject to the rules and regulations of the Securities and Exchange Commission of Bangladesh, Dhaka Stock Exchange Limited, Chittagong Stock Exchange limited and other prevailing laws and regulations of Bangladesh and in Particular authority herein after granted by the client to the broker.

AUTHORITY OF THE BROKER

Broker reserves the absolute right for sale/buy/make adjustment/transfer any at client's risk in order to set off all losses, damages and debit amount/shares/securities of "Client Account". Client shall be bound to pay (in word Fifty paisa per hundred) charges as brokerage commission to broker for buy & sell and broker can change from time to time. Client shall be bound to furnish such other particulars, documents and/or information that may reasonably required from time to time. Broker shall have the right to change/modify terms and conditions when may deem necessary without any notice to the client. We hereby accept your above terms and conditions and declare that information given is true and correct

1st Applicant

1. Present Address

2. Permanent Address

Signature

2nd Applicant

1. Present Address

2. Permanent Address

Signature
On behalf of Company

Signature

Name DHAKA BANK SECURITIES LIMITED

Address of the Stock Broker _____

Phone _____ Fax _____ E-mail customercare@dhakabanksecurities.com

web address www.dhakabanksecurities.com TREC No. DSE-193 & CSE-081 registration No. C-85857

Customer Account No. _____ Date : _____

[To be filled by the Applicant]

BO Account No. _____ Account Type : Cash ☐ Margin ☐

Citizenship status (Please tick mark) ☐ Resident Bangladeshi ☐ Non-Resident Bangladeshi ☐ Foreigner/Other (Please Specify)

Name of the Applicant/Customer _____ Profession _____

Father's Name _____ Mother's Name _____

Spouse's Name _____

Present/Contact Address _____

Permanent Address _____

Date of Birth _____ Sex : Male ☐ Female ☐ NID/Passport No. _____

Birth Certificate/Driving License Number _____ Phone No. _____

Mobile No. _____ Nationality _____ E-mail Address _____

Whether the applicant is Officer or Sponsor/Director of any Broker/Dealer/ Exchange/ Depository/Clearing & Settlement Company/Listed Company? Yes ☐ No. ☐

If yes, please mention the name & address of the Broker/Dealer/Exchange/ Depository/Clearing & Settlement Company/Listed Company with designation of the said officer or sponsor or director:

Nominee Details :

Particulars	Nominee-1	Nominee-2
Name		
Father's Name		
Mother's Name		
Permanent Address		
Mobile Number		
Email Address		
NID/Birth Certificate/ Passport Number		
Relation with applicant		
Percentage (%) of Nomination		

Photograph(s)
of Nominee(s)
with
attestation of the
Customer

Photograph(s)
of Nominee(s)
with
attestation of the
Customer

Authorized Person Details (if any)

Name	
Present/Contact Address	
NID/Birth Certificate/Passport Number	
Phone Number	
Mobile Number	
Email Address	

Photograph of
authorized
Person
attestation of the
Customer

Source of Fund details _____

Bank Account Details

Account Number	
Bank Name	
Branch Name & Routing No.	

Introducer Details

Name	
Account Number	
Mobile Number	

Signature of the
Introducer with date

Have any other Customer Account (Single/joint) with any Stock Broker(s)? Yes ☐ No ☐

If yes, give details

Client Code NO	BO Account No	Name of Broker

Signature of the Account
Holder with date

Signature of the
Authorized Person (if any)
with date

Processed by :

Checked by :

Approved by :

Name : _____ Name : _____ Name : _____

Designation : _____ Designation : _____ Designation : _____

Signature : _____ Signature : _____ Signature : _____

Date : _____ Date : _____ Date : _____

Name **DHAKA BANK SECURITIES LIMITED**

Address of the Stock Broker

Phone Fax E-mail **customer@dhakabanksecurities.com**

web address **www.dhakabanksecurities.com** TREC No. **DSE-193 & CSE-081** registration No. **C-85857**

Customer Account No. Date :

Photograph of
Customer with
attestation of
the Introducer

[To be filled by the Applicant (s)]

BO Account No. Account Type : Cash ☐ Margin ☐

Citizenship status (Please tick mark) ☐ Resident Bangladeshi ☐ Non-Resident Bangladeshi ☐ Foreigner/Other (Please Specify)

Name of the First Applicant Profession

Father's Name Mother's Name

Spouse's Name

Present/Contact Address

Permanent Address

Date of Birth Sex : Male ☐ Female ☐ Nationality

NID/Passport/Birth Certificate/Driving License Numbe

Phone No. Mobile No. E-mail Address

Name of the Second Applicant Profession

Father's Name Mother's Name

Spouse's Name

Present/Contact Address

Permanent Address

Date of Birth Sex : Male ☐ Female ☐ Nationality

NID/Passport/Birth Certificate/Driving License Numbe

Phone No. Mobile No. E-mail Address

Whether the applicant is Officer or Sponsor/Director of any Broker/Dealer/ Exchange/ Depository/Clearing & Settlement

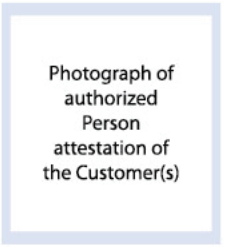
Company/Listed Company? Yes ☐ No. ☐

If yes, please mention the name & address of the Broker/Dealer/Exchange/ Depository/ Clearing & Settlement Company/Listed Company with designation of the said officer or sponsor or director :

Nominee Details:

	Nominee-1	Nominee-2	
Name			Photograph(s) of Nominee(s) with attestation of the Customer(s)
Profession			
Father's Name			
Mother's Name			
Permanent Address			
Mobile Number			
E-mail Address			Photograph(s) of Nominee(s) with attestation of the Customer(s)
NID/Birth Certificate/ Passport Number			
Relation with the Customer(s)			
Percentage (%) of Nomination			

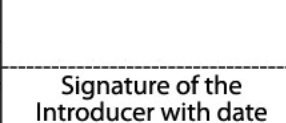
Authorized Person Details (if any) :

Name		 Photograph of authorized Person attestation of the Customer(s)
Present/Contact Address		
NID/Birth Certificate/ Passport Number		
Phone Number		
Mobile Number		
E-mail Address		

Bank Account Details :

Account Number	
Bank Name	
Branch Name and Routing No.	

Introducer Details:

Name		 Signature of the Introducer with date
Account Number		
Mobile Number		

Account operating instruction : (1) Singly operated; (2) Jointly operated; (3) others (specify)

Have any other Customer Account (Single/joint) with any Stock Broker (s)? Yes ☐ No ☐ If yes, give details :

Client Code NO.	BO Account No.	Name of Broker

Signature of the First Applicant with date

Signature of the Second Applicant with date

Signature of the Authorized Person (if any) with date

Processed by :

Checked by :

Approved by :

Name : _____	Name : _____	Name : _____
Designation : _____	Designation : _____	Designation : _____
Signature : _____	Signature : _____	Signature : _____
Date : _____	Date : _____	Date : _____

Name DHAKA BANK SECURITIES LIMITED

Address of the Stock Broker _____

Phone _____ Fax _____ E-mail customercare@dhakabanksecurities.com

web address www.dhakabanksecurities.com TREC No. DSE-193 & CSE-081 registration No. C-85857

Customer Account No. _____ Date : _____

Photograph of
MD/CEO with
attestation of
the Introducer

[To be filled by the Applicant]

BO Account No. _____ Account Type : Cash ☐ Margin ☐

Incorporation Status of the Company/Institution (Please tick mark) : Bangladeshi/Foreign/Other (Please Specify) : _____

Type of the Company/Institution : (1) Private Ltd. (2) Public Ltd. (3) NGO (4) Others (Please Specify)

Name of the Company/Institution _____

Corporate Address _____

Registered Address _____

Incorporation Certificate No. _____ Date _____

Business Commencement Certificate No.(if any) _____ Date _____

Trade License No. _____ Date _____ TIN No. _____

BIN No. (if any) _____ VAT Registration Certificate No. _____

Phone No. _____ Mobile No. _____ E-mail _____

Details of Managing Director/CEO

Name of the Managing Director/CEO _____

Father's Name _____ Mother's Name _____

Spouse's Name _____

Present/Contact Address _____

Permanent Address _____

Date of Birth _____ Sex : Male ☐ Female ☐ Nationality _____

NID/Passport/Birth Certificate/Driving License Number _____

Phone No. _____ Mobile No. _____ E-mail Address _____

Whether the applicant is Officer or Sponsor/Director of any Broker/Dealer/ Exchange/ Depository/Clearing & Settlement

Company/Listed Company? Yes ☐ No ☐

If yes, please mention the name & address of the Broker/Dealer/Exchange/ Depository/ Clearing & Settlement

Company/Listed Company with designation of the said officer or sponsor or director

Signatory of the Account (if any):

Particulars	Signatory-1	Signatory-2 (if any)
Name of the authorized signatory		
Designation		
Present/Contact Address		
NID/Birth Certificate/ Passport Number		
Phone Number		
Mobile No.		
Email Address		

Photograph of
authorized
Person(s)/
signatory(s)
with attestation
of the MD/CEO

Photograph of
authorized
Person(s)/
signatory(s)
with attestation
of the MD/CEO

Source of Fund details

Bank Account Details :

Account Number	
Bank Name	
Branch Name and	
Routing No.	

Introducer Details:

Name		Signature of the Introducer with date
Account Number		
Mobile Number		

Account operating instruction:(1) Singly operated; (2) Jointly operated; (3) others (specify)

Have any other Customer Account with any Stock Broker(s)? Yes ☐ No ☐ If yes, give details :

Client Code NO.	BO Account No.	Name of Broker

Signature of MD/CEO
with date

Signature of the
Authorized
Person/signatory-1
(if any) with date

Signature of the
Authorized
Person/signatory-2
(if any) with date

Processed by :

Name : _____

Designation : _____

Signature : _____

Date : _____

Checked by :

Name : _____

Designation : _____

Signature : _____

Date : _____

Approved by :

Name : _____

Designation : _____

Signature : _____

Date : _____

N.B. : Stock broker may require additional information, if necessary.

Note : In case of other type of applicant [if the applicant is a director/sponsor of a listed company or the applicant is a politically exposed person (PEP) or an Influential person (IP) or a Member of Senior Management of an International Organization] please use/fill-up individual/joint application form if the applicant is individual/joint person(s), but if the type of applicant(s) is a legal body corporate or institution, please use/fill up the company's or institutional application form.

Name of the Account Holder(s) _____

B.O. Account Number _____ Customer Account Number _____

Occupation (with Joint Account Holder's, if any) _____

Name of MD/CEO (in case of Company or Institution or Firm) _____

Nature of Business (in case of Company or Institution or Firm) _____

Describe in detailed as to whether the account holder (the individual/ institution/company) is a director/sponsor of a listed company or he/it is a politically exposed person (PEP)/Influential Person/Member of Senior Management of an International Organization.

Source of Fund _____

Approximate amount of Daily/Monthly/Annual transactions _____

Describe in detailed, how source of fund was verified _____

Details of Information/Documents of the Account Holder(s) _____

Sl.	Nature of Documents	Number	Photocopy Obtained		Applicable for
			Yes	No	
1	National ID				Individual (if any)
2	Passport				Individual (if any) or NRB or NR or Foreigner
3	Visa/Residential Permit and Work Permit				NRB or NR or Foreigner
4	Birth Certificate				Individual (if any)
5	Driving License				Individual (if any)
6	Bank Account with supporting document				Individual or NRB or NR or Foreigner
7	NID/BirthCertificate/ Passport				Nominee
8	NID/BirthCertificate/ Passport				Authorized Person
9	Registration Certificate				Firm/Company/Institution
10	Date of Incorporation				Firm/Company/Institution
11	Memorandum of Association				Company/Institution
12	Articles of Association				Company/Institution
13	Trade License				Firm/Company/Institution
14	TIN				Firm/Company/Institution
15	VAT Registration				Firm/Company/Institution
16	Particular of Directors				Company/Institution

Comments (if any) _____

Signature of Account
Opening Officer with date & Seal

Signature of Authorized Officer/
MD/CEO with date & Seal

When was the information related to the Account last reviewed and updated?

If any, details with comments _____

Signature of the Officer performing review
and update, with date & Seal

Individual Account :

- ☐ Photocopy of National ID.
- ☐ Bank Certificate/cheque leaf/ Bank Statement of the Account Holder.
- ☐ 03 Copies Passport size Photograph of Account Holder (Signed by Account Holder).
- ☐ Tin Certificate.

Joint Account :

- ☐ Photocopy of National ID.
- ☐ Bank Certificate/cheque leaf/ Bank Statement of the Account Holder.
- ☐ 03 Copies Passport size Photographs of Account Holder (Signed by Account Holder).
- ☐ Tin Certificate.

Nominee :

- ☐ 02 Copies Passport size Photograph of Nominee (Attested by Account Holder).
- ☐ Photocopy of National ID of Nominee / Bank Certificate / Passport.
- ☐ Photocopy of Birth Certificate(if nominee is a minor) Attested by Account Holder.

Power of Attorney :

- ☐ Photocopy of National ID / Bank Certificate / Passport of Power of Attorney
- ☐ (Attested by Account Holder).
- ☐ 01 Copy Passport size Photograph of POA (Power of Attorney)
- ☐ (Attested by Account Holder).

Non Resident Bangladeshi (NRB) Account :

- ☐ 03 Copies Passport size Photograph of Account Holder(s).
- ☐ Photocopy of Valid Passport and Visa.
- ☐ Work Permit or Salary Statement.
- ☐ Foreign Currency Account (F/C) Certificate & NITA Account Certificate.
- ☐ 01 Copy Passport size Photograph and Photocopy of National ID / Bank Certificate / Passport of Power of Attorney / Authorized Person (Attested by Account Holder).
- ☐ 02 Copies Passport size Photograph of Nominee duly attested by Account Holder.
- ☐ Photocopy of National ID / Bank Certificate / Passport of Nominee
- ☐ (Attested by Account Holder).
- ☐

Company Account :

- ☐ Photocopy of Trade License.
- ☐ Memorandum and Articles of Association.
- ☐ TIN/BIN Certificate.
- ☐ Bank Certificate/ cheque leaf/ Bank Statement.
- ☐ 03 Copies Passport size Photograph of Authorised person.
- ☐ National ID / Passport of the Authorized Person/Power of Attorney Holder
- ☐ Board Resolution related to:
 - (1) BO Account Opening Decision.
 - (2) Nominated Authorized Person/Power of Attorney Holder
 - (3) Form XII and Schedule X (Annual Return).

Signature of Compliance Officer_____
Signature of Branch In-charge

Our Services Include:

- Capital Market Brokerage
- Margin Account
- Custodial service (arrangement on request to Dhaka Bank Ltd.)
- NITA A/C on request for non resident Bangladeshi with Dhaka Bank Ltd.
- Payment of sale proceeds on same working day (conditions apply)
- Member of DSE & CSE
- Full Service Depository Participant (DP) of CDBL

Capital Market Services can be availed at:

Adamjee Court

115-120, Motijheel C/A (1st Floor), Dhaka-1000
Tel : 02 47114787, 02 47115063, 02 47116670
02 9565010 Fax : 88 02 9570132

DSE Building Branch

Dhaka Stock Exchange Annex Building (Ground Floor)
9/E Motijheel C/A, Dhaka-1000
Tel : 02 9575917, 02 9575920, 02 9580909
Fax : 88 02 9575951

Dhanmondi Branch

Concord Royal Court (1st Floor)
House # 275/G, Road # 27
Dhanmondi, Dhaka-1205
Tel: 02 9132992, 02 9134787 Fax: 88 02 9134354

Uttara Branch

House # 01 (2nd Floor), Road # 13,
Sector # 01, Uttara, Dhaka-1230
Tel: 02 48951587, Fax: 88 02 48950285

Chattogram

East Coast Center (2nd floor), 440/544, Sheikh
Mujib Road, Chowmuhany Circle, Agrabad
Chattogram
Tel : 02333315996

Sylhet Branch

House # 10 (2nd Floor), Road # 32, Block-D
Shahjalal Uposhahar, Sylhet-3100
Tel: 0821-720941, Fax: 0821-720930

Gulshan Branch

Bilquis Tower, 5th Floor, Plot # 6, Road # 46
Gulshan Circle -02, Dhaka-1212
Tel: 48813063