

Policy on Reactivation of Dormant / Inactive Client Account

Background:

SEBI vide circular no. MIRSD/ SE /Cir-19/2009 dated December 3, 2009, NSE vide its Consolidated Circular - Part B (Point 1.1/12), Circular reference NSE/INSP/43488 dated February 10, 2020, Circular reference NSE/INSP/46506 dated December 01, 2020 and BSE vide its Consolidated Circular Notice No. 20150108-2 Annexure-A, Circular reference 20200210-47 dated February 10, 2020, Circular reference 20201201-27 dated December 01, 2020 have instructed Stock Brokers to frame a policy regarding treatment of Inactive/ Dormant accounts.

The same policy has been prepared to comply with the above regulatory requirements and it also defines the procedures for the treatment of such inactive/Dormant accounts.

Applicable:

This policy is applicable to all stock Broking and Depository Participant Client Accounts of AliceBlue Financial Services (P) Limited.

Frequency:

The process / marking of the Inactive / dormant accounts in the system would be processed on a monthly basis.

Objective:

Stock Broking Account / Trading Account:

The objective of the policy is to approximately deal with the Non Traded / Inactive/Dormant clients, where clients have not traded for more than 12 continuous months.

Depository Accounts:

This policy is applicable for Accounts which have been marked inactive on account of Rules, Bye laws, Circulars and guidelines issued by SEBI, Exchanges and Internal Risk Management policies.

Process for Reactivation of Inactive / Dormant Accounts.

- 1) Client can give request at any of the Branch /Main Office of the trading Member.
- 2) Client can send the reactivation request e-mail from the registered login.
- 3) Client has to submit the latest Address proof, Bank Proof & Income proof along with the request form.
- 4) In case there is any change in the information such as Address, Mobile Number, Email ID and Bank Account provided in KYC at the time of registration as client, the same has to be submitted along with the request.



The clients account would be reactivated only after undertaking proper due diligence process and fulfillment of such conditions as may be deemed fit, in the cases where the account has been frozen/deactivated. On verification of the same, the authorized officer / Compliance Officer can authorize the activation of such inactive accounts subject to the rules, guidelines and Internal risk management policies. This Policy for dormant accounts is over and above the transaction monitoring in Dormant account as per Anti-Money laundering policy of the company.

Return of Client's Assets.

On a client being declared inactive / Dormant, the client's funds and demat account shall be settled. Settlement of client account needs to be done as per the periodicity (monthly/quarterly) opted by the client and his/her assets (funds, securities or any other collateral) be returned to him/her and statement needs to be sent to client. Proof of sending the statements of settlement of accounts has to be maintained. Settlement of client account needs to be done at least once in a calendar quarter.

In case Alice Blue (ABFSPL) unable to settle the client accounts due to non-availability of client's bank account and demat account details and non-traceability of client, Alice blue will make all efforts to trace the clients to settle their funds and securities lying with them and maintain an audit trail for such efforts made for tracing such clients and settling funds and securities of such clients as per the provisions mentioned in the NSE circular Ref Number NSE/INSP/43488 dated February 10, 2020.

Policy Review.

This policy may be reviewed as and when there are any changes introduced by any statutory authority or as and when it is found necessary to change on account of Internal and Risk management policy.

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