

Account Opening Form



B. J. SECURITIES LIMITED

TREC Holder of Dhaka Stock Exchange Limited (TREC NO. 282)



Client Name

Client Code

BO-Account No. 1 2 0 6 6 9 0 0

Address

Phone

Mobile

Documents Check List

(For Office Use Only)

Individual Account :

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

Joint Account :

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

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 :

- ☐ 02 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.
- ☐ There must be an Authorized Person/POA (Power of Attorney)
- ☐ 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.
- ☐ 03 Copies Passport size Photograph.
- ☐ 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).
- ☐ Certificate of Incorporation.

Authorized Signature

Signature of Branch In-Charge



B. J. SECURITIES LIMITED

TREC Holder of Dhaka Stock Exchange Limited (TREC NO. 282)

Account Holder's
Photograph

Customer Account Opening Information Form

Security Account No. : Special Instruction, if any :

Beneficiary Owner Account No. :

Account Type : Individual ☐ Joint ☐ Corporate ☐ Account Status: Cash ☐ Margin ☐

Name of the Account Holder :

Father's / Husband's / CEO's (In case of Firm or Company) Name :

Present Address :

Permanent Address :

Date of Birth : Age : Years. Sex : Male / Female :

Nationality : Occupation : Phone No. : E-mail :

Name of the Joint Account Holder :

Father's / Husband's Name :

Present Address :

Permanent Address :

Date of Birth : Age : Years. Sex : Male / Female :

Nationality : Occupation : Phone No. :

In case of Company : Registration No. : Date of Registration

Name with Address of the Authorized person of the customer (if Applicable) :

Officer or Director of any Stock Exchange / Listed Company ? Yes ☐ No ☐

If yes, Name of the Stock Exchange/ Listed Company :

Bank Name : Branch : A/C No. :

Name and Address of the Person, introducing the Customer :

Account No. of the Introducer (if any) :

Special Instruction, if any :

In case of Joint Account, the Account will be operated Jointly : ☐ Anyone can operate ☐

Signature of the Account Holder

Date

Signature of the Joint Account Holder

Date

Signature of the Authorized person of the
Customer if any

Date

For & on behalf of BJSL,
accepting the Account

Date

Signature of the person introducing
the customer

Date

(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 BJ Securities Limited (BJSL) and 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 governed by the terms and conditions of this agreement as provided hereinafter and as may be modified from time to time by BJSL.

TERMS AND CONDITIONS

Instructions : A written instruction shall be given to BJSL 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, BJSL shall, so far as BJSL 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) BJSL 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).
- ☐ 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 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 BJSL otherwise and provide such documentation, as BJSL may require, the brokerage accounts(s) shall be held by the account holders jointly with rights of survivorship (payable to either or the survivor). Each joint tenant 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. BJSL shall be fully protected in acting but shall not be required to act upon the instructions of either of the holder. Each of the account holders shall be liable, jointly and severally, for any amounts due to BJSL pursuant to this Agreement, whether incurred by either or both of the account holders.

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

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

Dhaka Stock Exchange Rules : All transactions duly concluded through and recognized by the Dhaka Stock Exchange Limited (hereafter DSE) is 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 : BJSL shall not be obliged to make any payment on behalf of the account holder. BJSL may disclose information regarding the account holder or his/her dealings in relation to this agreement to any department of any government or public body upon request, whether or not such request is in fact legally enforceable, and BJSL will not be liable in any way to account holder for so doing.

Cancellation Provisions : BJSL is authorized, in its discretion, should the undersigned die or should BJSL for any reason whatever deem 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 BJSL 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.

Confirmations and Statements: BJSL 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 BJSL 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 my 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 be applicable. Every transaction concluded through and recognized by the DSE is subject to transaction levies or other fees imposed by the DSE. The account holder understands that the rate of commission may be changed from time to time.

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

Termination: This agreement will stand terminated; 7 days prior, written instruction of the Account Holder to the BJSL terminating this agreement or on the written instruction of the BJSL to the Account Holder for termination this Agreement. Termination shall not absolve the parties from completing accounts and adjusting any outstanding dues.

Assignment: The benefit and burden of this Agreement is capable of assignment by both the account holder and BJSL without the consent of the other but the notice of assignment must be given the other in writing.

Force Majeur: BJSL 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 or any other event or circumstance beyond its control.

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

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

Notices :

(a) All notices, instructions or other communications shall be given English and in writing or orally (facsimile, telex, telegram, cable or letter) and shall be sent to BJSL 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 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 facsimile, telex, telegram or cable on the day of dispatch.

(c) All oral notices, Instructions or other communications should be confirmed in writing.

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 BJSL 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.

I/we have read the terms and conditions contained herein above, and having agreed with such terms and conditions

I/we put my/our/company seal and signature on this the _____ day of _____

2	0	2	
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Signature of the Account Holder

Signature of the Joint Account Holder

FOR OFFICE USE ONLY :

Introduced by :

Approved by :

Signature : Signature :

Name : Name :

To
Head of the
B. J. Securities Limited

Photo

Photograph of
Authorized Person

LETTER OF AUTHORIZATION

Dear Sir

I/We..... S/o.....of

.....hereby authorize Mr/Mrs.....

S/o.....of

..... whose specimen signature is given below (hereinafter referred to as the "Account Operator") to exclusively deal, buy, sell, transfer shares debenture, stocks bonds and other securities on behalf of me with regard to the "Securities Account" opened and maintained in my name with **B. J. Securities Limited** submitted (hereinafter referred to as the "Broker")

I hereby authorize and instruct the "Broker" to deal buy, sell, transfer shares debenture, stocks bonds and other securities on verbal and/or written instructions of the "Account Operator".

I also authorize the "Account Operator" to place buy/ sell order receive confirmation notes, receive and deliver Cheque / Cash and or shares other securities on behalf with regard to my "Securities Account".

I hereby declared that I am fully aware of all consequences of transaction that may be carried out on my behalf by the "Account Operator" and shall take responsibility for all such transaction as that of my own. I shall fulfill and abide by all rules and regulations described in the Securities Account Opening Form duly completed and signed by me, with regard to all transaction carried out by the "Account Operator" without any demur of protest.

I hereby undertake and ensure to make good and compensate for any loss or damage incurred or sustained by the BROKER for any reason what so ever as a result of any transaction carried out by the "Account Operator".

Thanks you

Yours sincerely,

.....
(Signature of the Account Operator)

(.....)

Date

.....
(Attested by the Account Holder)

Witnesses: 1. Signature

Name :

Address :

2. Signature

Name :

Address :

NOMINEE FORM

Photo

To
Head of the
B. J. Securities Limited

Photograph of Nominee

Securities Account Number :

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Date (DDMMYYYY) :

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Account Holder's BO ID

1	2	0	6	6	9	0	0
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I/We (Full Name)has given my/ our authority to

1).....Relationship.....Percentage of Benefit.....

2).....Relationship.....Percentage of Benefit.....(hereinafter

called "the Nominee(s)" of.....

(a) That in the event of my/our death or incapability, the nominee shall receive/draw the amount and shares after adjustment of all liabilities (if any) by you in my/our account.

(b) That in the event, the nominee(s) who is so authorized remains a minor at the time of my / our death or incapability.....
is authorized to receive/draw the amount and shares held by you in any/our account.

(c) I/We hereby declare that everything done by you in presence of this authority shall be binding upon me/ us until receive notice from me/us in writing to the contrary. Furthermore, I/We hereby declare that everything done by you in presence of this authority shall be binding on my/our heirs, executors and administrators and all other persons claiming through or under me/us.

Signature of the EXECUTANT(s):

1. Full Name :

Address :

Signature of the Nominee(s):

1. Full Name :

Address :

2. Full Name :

Address :

1. Full Name :

Address :

Signature of the Witness:

1. Full Name :

Address :

2. Full Name :

Address :



B. J. SECURITIES LIMITED

TREC Holder of Dhaka Stock Exchange Limited (TREC NO. 282)

APPLICATION FOR CREDIT FACILITY UNDER MARGIN RULES, 1999

Security Account No. :

Beneficiary Owner Account No. :

Name of the Applicant :

Father's/Husband's/CEO's (In Case of Firm or Company) Name :

Present Address :

Permanent Address :

Date of birth : Age : Sex : Male/Female :

Nationality : Occupation : Phone No :

Name of Joint Account Holder :

Father's/Husband's Name :

Present Address :

Permanent Address :

Date of birth : Age : Sex : Male/Female :

Nationality : Occupation : Phone No :

In case of Company: Registration No : Date of Registration

Bank Name : Branch : A/C No. :

In case of Joint Account, the Account will be operated Jointly ☐ Anyone can operate ☐

I / We hereby declare the information given is true and correct.

Signature of the Account Holder

Date :

Signature of the Joint Account Holder

Date :

TERMS AND CONDITIONS FOR OPENING A MARGIN ACCOUNT

1. DEFINITIONS

- ☐ "BROKER" means B.J. Securities Limited (BJSL) and include its successors and interest.
- ☐ "CLIENT" means applicant named in the application form and include its successors and interest.
- ☐ "SECURITIES ACCOUNT" shall mean the account opened by the CLIENT with the BROKER to deposit/sell/buy securities with the Broker.
- ☐ "APPROVED SECURITIES" shall mean the securities purchased into the SECURITIES ACCOUNT.
- ☐ "PORTFOLIO VALUE" means total market value of all the stocks in the SECURITIES ACCOUNT.
- ☐ "MARGIN CALL" shall mean of request the "CLIENT" to deposit money or share to bring the Debit Balance below 50% of the Portfolio Value within 24 hours.
- ☐ "DEBIT BALANCE" shall mean the total value of cash owned by the CLIENT together with interest, brokerage and any other charges to the BROKER in the Client SECURITIES ACCOUNT for securities transaction into the said account.

2. The client would be required to submit an application to the broker/dealer for the Margin Trading Facility.
3. This facility granted under this account shall be a short term facility and shall be valid at the sole discretion of the Broker and repayable on demand of the Broker.
4. The "broker" will have absolute discretion to accept or decline any security, against which credit facility is granted and shall reserve the right to make changes to their list of "approved securities" at any given moment.
5. Only "Approved Securities" may be used as collateral for Margin Trading. A list of the "Approved Securities", which will be updated from time to time, will be available with the broker/dealer.
6. When a previously approved share is later disqualified from the approved list, it will be excluded from all subsequent margin calculations.
7. The client which is a legal person (i.e. Trust or Company) shall be allowed to commence Margin Trading, only when it shall submit copies of the relevant extracts of constitutional documents (i.e. certified copy Trust Deed or 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.
8. Client will be allowed to transfer shares to any clearing account or link B.O. account or with drawal fund from his B.O. account or security account provided that the client debit balance will remain below 50% of the portfolio value after the transaction.
9. The client's contribution of share will be deposited to the Security Account/ B.O. Account. The last traded price of the security on the preceding market day shall be used to calculate portfolio value and should be updated on a daily basis.
10. Using the credit facility the Client may purchase quoted securities through the Broker in to the "Securities Account" to a maximum value of 50% of the "Portfolio value" or Tk 2,500,000 whichever is lower. The Client shall at all times be responsible to maintain strictly the maximum limit of the "Debit Balance" at any given time.
11. If Debit balance goes above 50% of portfolio value due to fluctuation in the market or any other event, BJSL will issue a "Margin Call" to the client. Margin Call could be writing or via telephone call.
12. If client doesn't response to Margin Call, in the case BJSL will sell out whatever shares as the Broker see fit to regularize the "Debit balance" to 50% of the "portfolio value." (+/- 5% deviation is accepted in case of adjustment) and the broker/dealer may act upon as the Attorney of the client in accordance with the terms thereof and in terms of the Margin Rules.

13. 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, BJSL will sell out shares of any-company what so ever as it sees fit to make the Debit Balance regularize. Any residual shares will remain in the account and will be available to client.
14. If the Client exceeds the value of the "Debit Balance" above the stipulated limit and/or violates any other terms and conditions / rules / requirements as laid down by the "Broker" or any regulatory authority from time to time, the Broker 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 "Securities Account" without any consent of any form from the Client in order to adjust the Debit Balance of the "Securities Account". In the event the Portfolio value of the "Securities Account" becomes Inadequate to regularize the "Debit Balance", the Client shall be under obligation to make cash payment to settle any shortfall.
15. In case, the account holder (Individual/Joint) having more than one account with us as well as breaks our deficit/liabilities/shortfall in his/her any account simultaneously B. J. Securities Limited shall have absolute discretion to adjust the amount from the account wherein cash/shares are available.
16. The Client shall pay brokerage commission for all transactions i.e. buy and sell, in the "Securities Account the client shall also pay brokerage commission for all transactions carried out in order to regularize the "Securities Account". Rate of brokerage will be fixed by the "Broker" and can change from time to time.
17. In the "Securities Account" if client enjoy margin facilities, in that case, highest limit to buy a single stock is TK 25,00,000.00 or 50% of the portfolio value whichever is lower.
18. "Broker" shall have the authority to give notice to the client to adjust the debit balance in "Securities Account" within 20 trading days for whatever reason which "Broker" reserves the right to divulge to Client. If client doesn't respond to such notice, "Broker" shall have absolute discretion at the Client's risk to sell/buy any or all shares or securities in any Company whatsoever in the Client's "Securities Account" without any consent of any form from the client in order to adjust the Debit Balance of the "Securities Account".
19. "Broker" will charge clients account for any debit amount, calculated on a daily basis. Broker shall advice the interest rate to the client from time to time. Broker reserves the right to increase/decrease the interest rate by giving 7 trading days notices to Client.
20. The "Securities Account" will be fully operated (All Buy/Sell decisions) by the client at all times other than in the instance of "Broker" regularizing the account.
21. Trading will take place in the same way as with normal accounts i.e. either by giving written order, by facsimile message or e-mail.
22. Interest on the Margin Trading Facility is repayable on or before the end of every calendar month by way of depositing cash or adjustment in the security account.

23. Paying off Debit Balance

To reduce or to pay off debit balance the client has to bring funds into the current account in either or both of following ways:

- a) By deposit funds directly to the client's Current Account.
 - b) By selling securities in client's Security /BO Account and depositing sales proceeds to client's Security Account.
- The proceed will first be used to pay off the client's debit balance and whatever is left will be given to the client.

24. 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:

- a) The shares should be acceptable to the broker/dealer
- b) The shares should be tradable in the DSE.
- c) The shares should posses reasonable liquidity.

The broker/dealer may also take additional securities as collateral from the client depending on the tradable demand of the shares offered by the client.

25. The client hereby irrevocably authorizes the broker :

- a) to deal with all the client's securities deposited in the "Central Depository System"(CDS) from time to time and at all times whatsoever independently and at the sole discretion of the broker/dealer as long as the client's liabilities in 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 "Security/BO Account" with or without instructions given to the broker/dealer by the client and the client hereby agrees that he/it shall at all times ratify and endorse such acts of the broker/dealer. The broker/dealer shall not be liable for any loss to the client directly or indirectly resulting from any such act of commission or omission.
- c) to debit the "Security 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, commission or for any payment whatsoever.
- d) to issue Pay Orders or Bank Draft or Transfer Funds by any means to any person or persons and for any amount in respect of any transaction pertaining to the business averted herein.
- e) to deposit Cash, Cheque or other instruments into the "Security Account"
- f) Generally to do all things which the client is empowered to do in respect of the "Security Account"
- g) The client shall indemnify the broker in full and keep indemnified at all times against any losses, liabilities, expenses and costs whatsoever incurred by the broker as a result of any such transactions aforesaid.
- h) Client further gives irrevocably power of attorney to the broker to sign CDBL payin, payout instruction slip on behalf of the client as when required.
- i) To execute sell shares from client Security account and subsequently sign pay in instruction if situation arises.

26. The Broker agrees with the client as follows:

- a) Both the Broker and Client's shall have the right at any time in its absolute discretion and without having to furnish any reason therefore to close the "Security Account" by giving one month prior written notice of closure to the client and any debit of the client security account (if any) will be adjusted as per rules 23 mentioned in the Terms & Conditions.
- b) The broker/dealer 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, negotiations and transactions entered into by the Broker on behalf of the client.
- c) To charge interest on all such amounts due and unpaid or spent on behalf of the client at rates determined by the broker with statutory Levies and the Broker shall have the right to debit the "Security Account" with the same.
- d) Where the client is in default of payment of legal fees, stamp duty or other out of pocket expenses incurred by the broker, the broker shall have the right and discretion to recover such expenses from the client by debiting the Security Account.
- e) This agreement shall be binding on the parties hereto their successors, heirs, executors, administrators, as signs or legal representatives.
- f) The terms and conditions shall not be altered, amended or modified except in writing by the duly authorized representatives of each party hereto.
- g) This agreement shall be governed and construed by the laws of the Peoples Republic of Bangladesh.
- h) The client does hereby agree and irrevocably holds the broker indemnified, save and harmless against any losses, suits, claims and damages that the broker shall or may be caused, sustained, incurred, or suffered by reason in maintaining the client's accounts and using the Margin Trading Facilities in any manner whatsoever and/or acting on the instructions or requests, advices made or forwarded by way of telephone messages or Facsimile messages and/or by accepting electronic messages exchanged.

- i) In the event of the death of the joint account holder, the survivor; and on the death of sole account holder, the nominee or successor shall be the beneficiary of the transactions.

I/We hereby declare the information given is true and correct. I also read and understood the Terms and Conditions to the account and agree to abide by the same.

Signature of the Account Holder

Signature of Joint Account Holder

For official use only

Date :

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Security Account No.

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Signature of Dealing Officer

Signature of the Approving Authority

**BO Account Opening Form**

(By Law 7.3.3 (b))

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 (DDMM/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)

B. J. Securities Limited

CDBL Participant ID

BO ID

Date of Account Opened Date (DDMM/YYYY)

6 6 9 0 0

1 2 0 6 6 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 in 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 : NID No :

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 :Routing Number BIC SWIFT Code IBAN **5. Others Information**Residency : Resident ☐ Non Resident ☐ Nationality : Date of Birth (DDMM/YYYY)Statement Cycle Code : Daily ☐ Weekly ☐ Fortnightly ☐ Monthly ☐ Other (Please Specify) :

Internal Ref. No (To be filled in by CDBL Participant) : Date of Registration (DDMM/YYYY)

In Case of Company : 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 designed by all account holder(s) 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

1st Applicant or 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 or 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 instruction 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 my/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 my/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 or 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 of **B.J. SECURITIES LIMITED**

I confirm the identity, occupation and address of the applicant(s)

Introducer's Name

Account ID

(Signature of Introducer)


BO Account Nomination Form

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

 Application No.

 Date (DDMMYYYY)

Name of CDBL Participant (up to 99 Characters)

B. J. Securities Limited

CDBL Participant ID

Account holder's BO ID.

Name of Account Holder (Insert full name starting with 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 the death of the sole holder/all the joint holders.

I. Nominee/Heirs Details

Nominee 1

Name in Full

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

Relationship With A/C Holder Percentage (%)

Address

City Post Code State/Division Country Telephone

Mobile Phone Fax E-mail

Passport No. Issue Place Issue Date Expiry Date

 Residency: Resident ☐ Non Resident ☐ Nationality Date of Birth (DDMMYYYY)

Guardian's Details (if Nominee is a Minor)

Name in Full

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

Relationship with A/C Holder Date of Birth of Minor Maturity Date of Minor

Address

City Post Code State/Division Country Telephone

Mobile Phone Fax E-mail

Passport No. Issue Place Issue Date Expiry Date

 Residency: Resident ☐ Non Resident ☐ Nationality Date of Birth (DDMMYYYY)

Nominee 2
Name in Full

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

Relationship with A/C Holder Percentage (%)

Address

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

Mobile Phone Fax E-mail.....

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

Residency : Resident ☐ Non Resident ☐ Nationality Date of Birth (DDMMYYYY)
.....

Guardian's Details (if Nominee is a Minor)

Name in Full

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

Relationship with Nominee Date of Birth of Minor..... Maturity Date of Minor.....

Address

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

Mobile Phone Fax E-mail.....

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

Residency : Resident ☐ Non Resident ☐ Nationality Date of Birth

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



Power of Attorney (POA) Form

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

Application No. Date (DDMMYYYY)

Name of CDBL Participant (up to 99 Characters)

B. J. Securities Limited

CDBL Participant ID

Account holder's BO ID.

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

1. Power of Attorney Holder's Contact Details

Address

City Post Code State/Division Country Telephone Mobile Phone Fax E-mail

2. Power of Attorney Holder's Passport Details

Passport No. Issue Place Issue Date Expiry Date

3. Others Information of Power of Attorney Holder

Residency : Resident ☐ Non Resident ☐ Nationality Date of Birth

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

<div data-bbox="1118 403 1401 730" data-label="Text"><p>Please paste Recent passport Size Photograph</p></div>
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(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 Applicant		
Second Applicant		
3rd Signatory (Ltd Co. only)		

Central Depository Bangladesh Limited (CDBL)
Depository Account (BO Account) opened with CDBL Participant
Terms & Conditions - By Laws 7.3.3 (c)



B. J. SECURITIES LIMITED

TREC Holder of Dhaka Stock Exchange Limited (TREC NO. 282)

Dear Sir,

Please open a Depository Account (BO Account) in my/our names(s) on the terms and conditions set out below. In Consideration of BJSI Securities Limited (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 acceptance of the terms and conditions set out below.

1. 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.
2. 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.
3. 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.
4. 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 for dematerialization;
 - (c) Title to the securities submitted to the CDBL Participant from time for dematerialization;
 - (d) Ensuring at all times 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, authorizations, mandates, nomination, signature etc;
 - (f) Furnishing accurate identification details whilst subscribing to any issue of securities.

5. 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.
6. 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 authorised remains a minor at the time of my/our death, the legal guardian is authorised to receive/draw the securities held in my/our account.
 - (c) The nominee so authorised, 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.
7. 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 if no balances are standing to my/our credit in the account. In case any balances of securities exist in 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);
 - (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);
8. 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 honour 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 signature or that of his/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 the specimen of the Account Holder or his/its constituted attorney available on the records of the CDBL Participant;
 - (iii) The balance of clear securities available in the Account are sufficient to honour the account Holder's instructions.

(c) Furnish to the account holder a statement of 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 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 it relate to matters exclusively within the domain of the CDBL Participant within one month of the same being brought to the notice of the CDBL Participant and shall forthwith forward to and follow up with 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.

9. The CDBL Participant shall be entitled to terminate the account relationship in the event of the Account Holder:

(a) Failing to pay the fee 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 Securities and Exchange Commission;

(c) Commits or participates in any fraud or other act of moral turpitude in his/its dealings with the CDBL Participant;

(d) Otherwise misconduct's himself in any manner.

10. Declaration and Signature

I/we hereby acknowledge that I/we have read and understood the aforesaid terms and conditions for operating Depository Account (BO Account) with CDBL Participant and agree to comply with them.

Applicants	Full Name	Signature with Date
First Applicant		
Second Applicant		
Third Applicant		

LETTER OF AUTHORIZATION

I/We do hereby authorize BJ Securities Limited to treat my executed sale order of securities as pay in instruction i.e. transfer from my Beneficiary Owner (BO) Account to BJ Securities Limited clearing account.

I/We do further authorize BJ Securities Limited to debit all CDBL related fees & charges from my Securities Account.

Name of the Account Holder / s : 1.

2.

Security Account No.

:

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BO Account No

:

1	2	0	6	6	9	0	0
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Signature of the Account Holder

Signature of the Joint Account Holder



B. J. SECURITIES LIMITED

TREC Holder of Dhaka Stock Exchange Limited (TREC NO. 282)

KYC Profile Form (Applicable For BO Account)

BO ID :	Internal Reference No. Code No. :
1. Customer / Account Name :	
2. Type of Account :	
3. Account / Reference Number :	
4. Name of Account Opening Officer / Relationship Manager :	
5. What is the source of fund? How the source of fund has been verified (where applicable)?	

6. Information regarding Beneficial Owner of the account (In case of company, information regarding controlling shareholder(s) and the shareholder(s) holding 20% or more shares)

7. Passport No. :	Whether photocopy obtained? (where applicable)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
8. National ID No. :	Whether photocopy obtained? (where applicable)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
9. T.I.N No. :	Whether photocopy obtained? (where applicable)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
10. VAT Reg. No. :	Whether photocopy obtained? (where applicable)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
11. Driving Licence No. :	Whether photocopy obtained? (where applicable)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
12. What does the customer do?	Whether photocopy obtained? (where applicable)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Mention the occupation of the client in detail.

Comments (if any) :

(Comments may be made in this part regarding risk of the customer in consideration of subjective judgment)

	A/C Opening officer/Relationship Manager :	Verified By:	Approved By:
	Signature (with seal)	Signature (with seal)	Signature (with seal)
	Name :	Name :	Name :
	Date :	Date :	Date :
Signature of the Client			

PAY IN TRANSFER FORM

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

Diater							
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02. Transform Details

Trading ID/Broker Code						Name of Broker:	
------------------------	--	--	--	--	--	-----------------	--

93. Declaration

03. Declaration
The rules and regulations of the Depository and CDSL 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 assent 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 this transaction. I/we further agree that any misrepresentation information give by me/us or suppression of any material fact will render my/our account liable for termination and further action.

04. To be filled by the DP[illegible]

NO. 13 (Division Containing No. 1)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
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Code No. _____ DP ID: 6 6 9 0 0 Pay in Cash: _____

The Pay in Quantity has successfully been transferred to the Broker's Clearing A/C.

Name of the CDFL Participant	DF Signature
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R. J. SECURITIES LIMITED Setup Date

* These fields should be checked and maintained with system-generated information.

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Banani C/A, Dhaka-1213,
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