

॥ श्री ॥ LAKSHMISHREE

The Quality of Being Virtual

Policy on Dormant Account

This policy defines the treatment of dormant/Inactive accounts of the client maintained with the company.

Definition of Dormant / Inactive accounts.

In case of trading account the term dormant/Inactive account refers to such account wherein no transactions have been carried out since last six **(6)** calendar months. In case of Demat account, the term dormant /inactive accounts refer to such accounts where no debit transactions had taken place for a continuous period of six months.

Treatment of Inactive Trading accounts

Accounts are treated inactive on the basis of no transactions carried out for the period of six months. The accounts are identified as per the set criteria and flagged in our records. LISPL reserves the right to freeze the account or deactivate the accounts and cannot permit to carry out any fresh transactions in such account. The client account would be reactivated only after undertaking proper due diligence and fulfillment of conditions as deemed fit.

Treatment of Dormant Demat accounts

If a DIS is received from an account, which has been dormant i.e. not operated for a long period, SIX months or more or any such period specified by CDSL and / or SEBI from time to time, LISPL verify the same with the account holders independently before executing the instruction.

Procedure for Reactivation of Trading account

LISPL begin the process of reactivation on receipt of reactivation request letter from the client along with financial documentary evidence and necessary identification proof. LISPL further undertakes proper due diligence of the provided evidence and captures and verifies the same.

Procedure for Reactivation in Dormant Demat account.

To reactivate the dormant Demat account, additional due diligence is observed over and above the normal verification procedure while processing any in debit transactions in such accounts. The transactions shall also be verified with the BO case of high value debits and the details of the

process, date, time etc of the verification on the instruction slip shall be recorded under the signature of senior official.

The above stated policy may vary depending on various regulations and byelaws as may be prescribed by SEBI, exchanges, CDSL or any other authority or as per internal policy of LISPL from time to time. This policy for dormant accounts is over and above the transactions monitoring in dormant account as per Anti money laundering Policy of the company.

For Lakshmishree Investment & Securities Pvt. Ltd

Salil Kumar Shah
Director