

SAHULAT ACCOUNT OPENING FORM (INDIVIDUAL)

| | |
|--|--|
| Application Form No: | |
| TRE Certificate No. | |
| Broker Registration No. | |
| CDS Participant ID | |
| Sub-Account No. | |
| Trading Account No. (Back office ID <i>(if applicable)</i>) | |
| Investor Account No. | |



AL Habib Capital Markets (Pvt) Ltd.

(A Subsidiary of Bank AL Habib Ltd.)

AL Habib  **TRADE**

A Product of
AL Habib Capital Markets (Pvt.) Ltd.

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Securities Broker Licence No. 063
TREC Holder (063),
Pakistan Stock Exchange Ltd.
GF-01, Techno City,
Hasrat Mohani Road, Karachi-Pakistan,
Phones: (92-21) 32270808-13
Fax: (92-21) 32270519
<http://www.ahcml.com>



AL Habib Capital Markets (Pvt.) Limited

TREC HOLDER: PAKISTAN STOCK EXCHANGE LIMITED

Head Office: GF-01, Techno City, Hasrat Mohani Road, Karachi-Pakistan.

Tel: (92-21)32270808-13

E-mail: info@ahcml.com web: www.ahcml.com

| For official use of Authorized Intermediary only | |
|--|-------|
| APPLICATION FORM NO. | |
| TRE Certificate No. | 063 |
| Broker Registration No. | |
| CDC Participant ID | 06502 |
| Sub Account/IAS Account No. | |
| Trading Account No | |

SAHULAT KNOW YOUR CLIENT (KYC) APPLICATION FORM AND SAHULAT ACCOUNT OPENING FORM

(INDIVIDUAL RESIDENT PAKISTANI ONLY)

(Please use BLOCK LETTERS to fill the form)

| A. IDENTITY DETAILS OF APPLICANT | | | |
|---|---|--|---|
| 1. Full name of Applicant (As per CNIC/SNIC) Mr. / Mrs. / Ms. | | | |
| 2a. Father's / Husband's Name: | | Mother Maiden Name: | |
| 3. Gender: | <input type="checkbox"/> Male | <input type="checkbox"/> Female | |
| 4. a. CNIC/ SNIC No: | | | |
| b. Expiry date: | c. Issue Date: | <input type="checkbox"/> LifeTime | |
| 5. Date of Birth | | | |
| B. ADDRESS DETAILS OF APPLICANT | | | |
| 1.(a) Mailing Address: (Address should be different from authorized intermediary business address except for employees of authorized intermediary) | | | |
| Address: | | | |
| | City/Town/Village: | Province/State: | Country: |
| | | | |
| (b) Mobile No: | | (c) Email*: | |
| 2.(a) Permanent Address: (Mandatory to fill out if different from address mentioned in CNIC) | | | |
| Address: | | | |
| C. OTHER DETAILS | | | |
| 1. Gross Annual Income Details: | | <input type="checkbox"/> Up to Rs. 100,000 | <input type="checkbox"/> Rs. 250,001 - Rs. 500,000 |
| [Please tick (✓) the relevant box] | | <input type="checkbox"/> Rs. 100,001 - Rs. 250,000 | <input type="checkbox"/> Above Rs. 500,000 |
| 2. Source of Earning/Income: | | | |
| 3.(a) Profession/Occupation: [Please tick (✓) the appropriate box] | <input type="checkbox"/> Agriculturist | <input type="checkbox"/> Business | <input type="checkbox"/> Housewife |
| | <input type="checkbox"/> Retired Person | <input type="checkbox"/> Student | <input type="checkbox"/> Business Executive |
| | <input type="checkbox"/> Professional | <input type="checkbox"/> Service | <input type="checkbox"/> Govt. /Public Sector |
| (b) Name of Employer/Business: | | (c) Job Title / Designation: | |
| (d) Address of Employer/Business: | | | |
| D. BANK DETAILS/E-WALLET | | | |
| Bank Name: | | IBAN No.: | |
| E-WALLET Provider Name: | | E-WALLET Number: | |
| E. DECLARATION | | | |
| I hereby confirm that all the information furnished above is true and correct to the best of my knowledge and belief and I undertake to inform you of any changes therein, immediately. In case any of the above information is found to be untrue or false or misleading or misrepresenting, I am aware that I may be held liable for it. | | | |
| Signature of the Applicant | | Date: ___ (dd/mm/yyyy) | Signature of the Applicant as per CNIC/ SNIC (Only applicable if Applicant signature is different) |
| FOR OFFICE USE ONLY | | | |
| Authorized Signatory | | Date | Seal/Stamp of the Authorized Intermediary |
| * Optional ** For CNIC/SNIC, Mobile Number is Mandatory and Email is Optional, however, in case of online account opening both mobile number and email address are mandatory. *** IBAN shall be mandatory for all Customers except for those who have provided an undertaking for exclusion from IBAN requirement due to any exception available under applicable laws, rules, regulations etc or where permitted by CKO for reasons to be recorded. | | | |

F. Zakat Status:

| | |
|--|--|
| [If, according to the Fiqh of the Applicant(s), Zakat is not deductible, then relevant Declaration on prescribed format shall be submitted by the Applicant with the concerned Participant/TREC Holder/Investor Accountholder]. Non-Muslims shall submit an affidavit. | Please tick (<input type="checkbox"/>) the appropriate box |
| | <input type="checkbox"/> Muslim Zakat Deductible |
| | <input type="checkbox"/> Muslim Zakat Non-Deductible |
| | <input type="checkbox"/> Not Applicable |

G. Particulars of nominee (Optional)

| | | | | | | | |
|---|--|--------------------------|----------|--------------------------|--------|--------------------------|--------|
| Nomination may be made in terms of requirements of Section 79 of the Companies Act, 2017, which inter alia requires that person nominated as aforesaid shall not be a person other than the following relatives of the Investor Accountholder/Sub-Account Holder, namely: spouse, father, mother, brother, sister and son or daughter.] | (a) Name of Nominee: | | | | | | |
| | (b) Relationship with Main Applicant: <i>(Please tick (✓) the appropriate box)</i> | <input type="checkbox"/> | Spouse | <input type="checkbox"/> | Father | <input type="checkbox"/> | Mother |
| | | <input type="checkbox"/> | Brother | <input type="checkbox"/> | Sister | <input type="checkbox"/> | Son |
| | | <input type="checkbox"/> | Daughter | | | | |
| | (c) <input type="checkbox"/> CNIC <input type="checkbox"/> SNIC <input type="checkbox"/> NICOP <input type="checkbox"/> ARC <input type="checkbox"/> POC [Please tick (✓) appropriate box] | | | | | | |
| | (d) Expiry date of CNIC /SNIC/ NICOP / ARC / POC: | | | | | | |
| (e) Passport details: (In case of a foreigner or a Pakistani origin) | Passport Number: | | | | | | |
| | Place of Issue: | | | | | | |
| | Date of Issue: | | | | | | |
| | Date of Expiry: | | | | | | |

H. CDC access: CDC provides FREE OF COST services under CDC access whereby Sub-account holders/Investor Account holders can have real time access to their account related information.

| | | | | |
|---|--------------------------|-----|--------------------------|----|
| 1. Do you wish to subscribe to free of cost IVR/Web Service? [Please tick (<input type="checkbox"/>) the appropriate box] | <input type="checkbox"/> | YES | <input type="checkbox"/> | NO |
|---|--------------------------|-----|--------------------------|----|

2. If you are subscribing to IVR and Web Service, please provide Mother's Maiden Name:

I. AUTHORIZATION UNDER SECTIONS 12 AND 24 OF THE CDC ACT EXCLUSIVELY FOR SETTLEMENT OF UNDERLYING TRADES, PLEDGE AND RECOVERY OF PAYMENTS, CHARGES AND LOSSES (FOR SUB-ACCOUNT ONLY)

I/we the undersigned, hereby give my/our express authority to the Participant under Section 12 and Section 24 of the Central Depositories Act, 1997 to handle Book-entry Securities beneficially owned by me/us and entered in my/our Sub-Account maintained with the Participant for securities transactions that are exclusively meant for the following purposes:

- a. For the settlement of any underlying market transactions (trades) including off market transactions made by me/us from time to time;
- b. For pledge securities transactions with the Clearing House relating to any of my/our underlying market transactions (trades) to be settled through the Clearing Company from time to time;
- c. For the recovery of payment against any underlying market purchase transactions made by me/ us from time to time;
- d. Movement by me/us from time to time of my/our Book-entry Securities from my/our Sub-Account under the Main Account under the control of the Participant to my/our Sub-Account under another Main Account under the control of the Participant or to my/our Sub-Account under any Main Account which is under the control of another Participant or to my/our Investor Account;
- e. Securities transactions which has been made by way of a gift of Securities by me/us to my/our Family Members or other persons in accordance with the CDC Regulations from time to time;
- f. For the recovery of any charges or losses against any or all of the above transactions carried out by me/ us or services availed; and/or
- g. Delivery Transaction made by me/us for any other purposes as prescribed by the Commission from time to time.

Specific authority on each occasion shall be given by me/us to the Participant for handling of Book-entry Securities beneficially owned by me/us for all other purposes as permitted under the applicable laws and regulations.

Note: Please note that above shall serve as a standing authorization to the Participant for handling of Book-entry Securities owned by the undersigned Sub-Account Holder(s) and entered in his/her/their Sub-Account maintained with the Participant. Handling of Book-entry Securities for all other purposes should however require specific authority in writing from the undersigned Sub-Account Holder(s) in favour of the Participant. For handling of Book-entry Securities worth Rs. 500,000/- and above, the above mentioned specific authority shall be obtained on non-judicial stamp paper.

Signature: _____

_____ Main Applicant _____ Joint Applicant 1 _____ Joint Applicant 2 _____ Joint Applicant 3 _____ Participant/ TREC Holder



Annexure 'A'

TERMS AND CONDITIONS

Please read and understand the Terms and Conditions, attached herewith as Annexure A, before signing and executing this form

DECLARATION & UNDERTAKING

I/We, the undersigned Applicant(s), hereby declare/undertake that:

- a) I/We am/are not minor(s);
- b) I/We am/are of sound mind;
- c) I/We have not applied to be adjudicated as an insolvent and that I/We have not suspended payment to any financial institution and that I/We have not compounded with my/our creditors;
- d) I/We am/are not an undischarged insolvent;
- e) I/We confirm and acknowledge that I/We have received the Terms and Conditions, duly stamped, dated, and signed by the Compliance Officer of Securities Broker/Participant, as an annexure to this Form at the time of signing of this Form and have carefully read, understood and accepted the attached Terms and Conditions which are deemed to be a part of this Form and I/We hereby unconditionally and irrevocably agree and undertake to be bound by and to comply with the attached Terms and Conditions and any other terms and conditions provided to me/us and placed on the website of the Securities Broker/Participant, which may be notified from time to time with the approval of the concerned authorities modifying or substituting all or any of the attached Terms and Conditions in connection with the opening, maintenance and operation of the Sub-Account / Trading Account, as the case may be;
- f) I/We hereby confirm that the Terms and Conditions shall constitute a Contract between the Parties hereto and govern opening, maintenance and operations of Trading Account, Sub-Account which shall be binding on the Sub-Account Holder as well as the Securities Broker/Participant and sharing of UIN and KYC information to/from NCCPL and ancillary matters connected therewith;
- g) The information furnished in this form is complete, valid, true and correct to the best of my/our knowledge and I/We shall inform the Securities Broker/Participant immediately in writing of any change therein;
- h) In case any of the above information is found to be false or misleading or suspension of any material fact, will render my/our Sub-Account/Trading Account, as the case may be, liable for termination and I/We shall be subject to further action under the law;
- i) All the documents filed/submitted by me/us for the purpose of this application are genuine and valid, bearing genuine signatures and stamps of duly authorized individuals/representatives and are in accordance with the applicable law;
- j) I/We agree that I/we shall not place any trading order in case of any concern or disagreement with any Terms and Conditions shared by Securities Broker/Participant and placement of trading order shall mean that I/we have affirmed/consented with the Terms and Conditions; and
- k) I/We hereby now apply for opening, maintaining and operating Sub-Account/Trading Account, as the case may be, with the Securities Broker/Participant.

I, the undersigned as Securities Broker/Participant, hereby declare/undertake/confirm that:

- l) I have provided in full the Terms and Conditions attached as an Annexure to this Form to the Customer/Sub-Account Holder at the time of filing of this Form and I hereby further confirm that provided Terms and Conditions are available on our website and update the same immediately upon occurrence of any change in Terms and Conditions. I further confirm that trading account/Sub-Account of customer/Sub-Account Holder shall be activated/opened only upon affirmation of the Terms and Conditions by the customer/Sub-Account Holder; and
- m) I have no doubt or concern that the Terms and Conditions shared with Customer/Sub-Account Holder by us are not updated and has any difference when compared with the specified Terms and Conditions and the attached Terms and Conditions also form part of this Form.



Annexure 'A'

DISCLAIMER FOR CDC ACCESS SERVICES

The main objective of providing information, reports and account maintenance services through the Interactive Voice Response System, Internet /Web access and Short Messaging Service ("SMS") or any other value added service is to facilitate the /Sub-Account Holders ("Users") with a more modern way to access their information. CDC makes no other warranty of the IVR, Internet /Web access, SMS or any other value added services and Users hereby unconditionally agree that they shall make use of the internet/web access subject to all hazards and circumstances as exist with the use of the internet. CDC shall not be liable to any Users for providing and making available such services and for failure or delay in the provision of SMS to Users and all Users, who use the IVR, internet access, SMS or any other value added services, shall be deemed to have indemnified CDC, its directors, officers and employees for the time being in office and held them harmless from and against any losses, damages, costs and expenses incurred or suffered by them as a consequence of use of the IVR system, internet/web access, SMS or any other value added services.

All Users hereby warrant and agree that their access of the internet /web by the use of a User-ID and login is an advanced electronic signature and upon issuance of such User-ID to the user, they hereby waive any right to raise any objection to the compliance of the User-ID and login with the criteria of an advance electronic signature.

All Users shall by signing this Form and by their conduct of accessing the IVR, internet/Web access, SMS or any other value added services agree to all the terms and conditions and terms of use as shall appear on the CDC website at www.cdccess.com.pk which shall be deemed to have been read and agreed to by the Users before signing this form.

Signature:

*3 _____
Main Applicant Joint Applicant 1 Joint Applicant 2 Joint Applicant 3 Participant/ TREC Holder



TERMS AND CONDITIONS

Please read and understand the Terms and Conditions before signing and executing this form

These Terms and Conditions shall constitute a Contract between the Parties hereto. This Contract shall govern opening, maintenance and operations of Trading Account, CDC Sub-Account(s) and sharing of UIN and KYC information to/from NCCPL and ancillary matters connected therewith.

GENERAL TERMS AND CONDITIONS

1. All Trades, Transactions, including non-Exchange Transactions, Derivative Contracts and deals (jointly referred to as "Transactions") between the Parties and Clearing and Settlement thereof and opening, maintenance and operations of Sub-Account in the CDS shall be subject to the Securities Act, 2015, Central Depositories Act, 1997, Pakistan Stock Exchange Limited (PSX) Regulations, Central Depository Company of Pakistan Limited (CDC) Regulations, CKO Regulations, 2017, National Clearing Company of Pakistan Limited (NCCPL) Regulations and the Securities Brokers (Licensing and Operations) Regulation, 2016 including Procedures, Manuals, Polices, Guidelines, Circulars, Directives, and Notifications issued and as amended) thereunder by the Securities and Exchange Commission of Pakistan (SECP), PSX, CDC or NCCPL from time to time.
2. The information provided in Sahulat KYC application form and/or Sahulat CRF shall be in addition to and not in derogation of the requirements prescribed under Anti-Money Laundering and Countering Financing of Terrorism Regulations, 2018.
3. The Securities Broker/Participant shall ensure provision of copies of all the relevant laws, rules and regulations at its office for access to the Sub-Account Holder(s)/Customer(s) during working hours. The Securities Broker/Participant shall ensure that its website contains hyperlinks to the websites/pages on the website of PSX, CDC, NCCPL and the SECP displaying above said regulatory framework for reference of the Customers.
4. In case of a Joint Account, all obligations and liabilities of the Applicants under these Terms and Conditions shall be joint and several.
5. These Terms and Conditions shall be binding on the nominee, legal representative, successors in interest and/or permitted assigns of the respective Parties hereto.
6. The Securities Broker/Participant shall provide a list of its Registered Offices and Representatives authorized and employees designated to deal with the Sub-Account Holder(s)/Customer(s) along with their authorized mobile/landline/fax number(s), email and registered addresses. Any change(s) therein shall be intimated in writing to the Sub-Account Holder(s)/Customer(s) with immediate effect.
7. Subject to applicable laws, the Securities Broker/Participant shall maintain strict confidentiality of the Customer related information and shall not disclose the same to any third party. However, in case the SECP, PSX, CDC or any competent authority under the law, as the case may be, requires any such information, the Securities Broker/ Participant shall be obliged to disclose the same for which the Customer shall not raise any objection whatsoever.
8. The Securities Broker/Participant shall independently verify any of the Customer's related information provided in this Form and under the relevant laws, rules and regulations for the purpose of KYC.
9. In case of any change in the Customer's related information provided in this Form, the Customer shall provide necessary details to the Participant/Securities Broker. Upon receipt of instruction from the Customer, the Participant/Securities Broker shall give effect to such changes in the manner prescribed under the relevant regulations. The Participant/Securities Broker shall have the right to incorporate any change(s) in the Sub-Account Holder(s)/Customer's information in the CDS as sent by NCCPL as CKO and that such change(s) shall be deemed to have been authorized by the Sub-Account Holder(s)/Customer(s). In case of any change in the Participant's/Securities Broker's address or contact numbers or any other related information, the Securities Broker/Participant shall immediately notify the Sub-Account Holder(s)/Customer(s).
10. Any change in this Form or these Terms and Conditions by virtue of any changes in the aforesaid legal frameworks shall be deemed to have been incorporated and modified the rights and duties of the Parties hereto. Such change(s) shall be immediately communicated by the Securities Broker/Participant to the Sub-Account Holder(s)/Customer(s).
11. The Securities Broker/Participant and the Customer shall be entitled to terminate this Contract without giving any reasons to each other after giving notice in writing of not less than one month to the other Party. Notwithstanding any such termination, all rights, liabilities and obligations of the Parties arising out of or in respect of Transactions entered into prior to the termination of this Contract shall continue to subsist and vest in /be binding on the respective Parties or his /her/ its respective heirs, executors, administrators, legal representatives or successors in interest and permissible assigns, as the case may be. Closure of Sub-Account



of the Customer under this clause shall be subject to the condition that neither any corporate action is pending at that point of time in connection with any Book-entry Securities in the Sub-Account nor any Book-Entry Securities are in Pledged Position and that the outstanding dues, if any, payable by any Party to the other Party is cleared and that the Customer has transferred or withdrawn all the Book- Entry Securities from his/her Sub-Account.

12. Where applicable, the terms "Sub-Account Holder" and "Participant" used in this Form shall include the "Customer" and "Securities Broker/TRE Certificate Holder" respectively.
13. The Securities Broker/Participant should ensure due protection to the Sub-Account Holder / Customer regarding rights to dividend, rights or bonus shares etc. in respect of transactions routed through it and not do anything which is likely to harm the interest of the Sub-Account Holder with/from whom it may have had transactions in securities.
14. The Participant/Securities Broker shall ensure that duly filled in and signed copy of this form along with the acknowledgement receipt is provided to the Sub-Account Holder.

TERMS AND CONDITIONS FOR OPENING AND OPERATIONS OF CDC SUB-ACCOUNT

The Terms and Conditions set herein below shall govern the Sub-Account forming part of the Account Family of the CDS Participant Account of the Participant, which shall be binding on the Sub-Account Holder as well as the Participant:

1. The Registration Details and such other information specified by the Applicant in this form for opening of the Sub-Account shall appear in the Sub-Account to be established by the Participant in the CDS who shall ensure the correctness and completeness of the same.
2. The Book-entry Securities owned by the Sub-Account Holder shall be exclusively entered in the Sub-Account of such Sub-Account Holder.
3. Transfer, Pledge and Withdrawal of Book-entry Securities entered in the Sub-Account of the Sub-Account Holder shall only be made from time to time in accordance with the authorization given by the Sub-Account Holder to the Participant in Part (E) above pursuant to Section 12 and 24 of the Central Depositories Act, 1997. Such authorization shall constitute the congregated / entire authorizations by the Sub-Account Holder(s) in favour of the Participant and supersedes and cancels all prior authorizations (oral, written or electronic) including any different, conflicting or additional terms which appear on any agreement or form the Sub-Account Holder(s) has executed in favour of the Participant.
4. Participant shall be liable to give due and timely effect to the instructions of the Sub-Account Holder given in terms of the above-referred authorization with respect to transfer, pledge and withdrawal of Book-entry Securities entered in his/her Sub-Account under the control of the Participant. Such instructions, among other matters, may include closing of Sub-Account.
5. Participant shall send within 10 days of end of each quarter Account Balance statement to the Sub-Account Holder without any fee or charge showing the number of every Book-entry Security entered in his/her Sub-Account as of the end of the preceding quarter. Such Account Balance statement shall be generated from the CDS. Further, the Sub-Account Holder may request for such statement (including Account Activity reports) from the Participant at any time on payment of a fee on cost basis as prescribed by the Participant. The Participant shall be liable to provide such report/statement to the Sub-Account Holder within 3 Business Days from the date of receipt of such request, with or without charges.
6. In consideration for the facilities and services provided to the Sub-Account Holder by the Participant, the Sub-Account Holder shall pay fees and charges to the Participant as applicable for availing such facilities and services under the Central Depositories Act, 1997, the Regulations and these Terms & Conditions. In case of outstanding payment against any underlying market purchase transaction, charges and/or losses against the Sub-Account Holder, the Participant shall have the right, subject to Clause 3 above and under prior intimation to the Sub-Account Holder to clear the payment, charges and/or losses (including any shortfall in margin requirements) within the reasonable time prescribed by the Participant, to dispose off the necessary number of Book-entry Securities of the Sub-Account Holder through market-based or Negotiated Deal Market sell transaction and apply the net proceeds thereof towards the adjustment of such outstanding payment, charges and/or losses.
7. Where admission of Participant to the CDS is suspended or terminated by the CDC, the Sub-Account Holder shall have the right, subject to the Regulations and the Procedures made thereunder, to request CDC to change his/her Controlling Account Holder and Participant shall extend full cooperation to the Sub-Account Holder in every regard, without prejudice to its right of recovery of any dues or receivable from the Sub-Account Holder.



8. The provision of services as provided for hereunder shall not constitute Participant as trustee and the Participant shall have no trust or other obligation in respect of the Book- entry Securities except as agreed by the Participant separately in writing.
9. The Participant is not acting under this application form as Investment Manager or Investment Advisor to the Sub-Account Holder(s).

TERMS AND CONDITIONS FOR TRADING ACCOUNT

1. In case any dispute in connection with the Transaction between the Securities Broker and the Customer is not settled amicably, either Party may refer the same to the Arbitration in accordance with the arbitration procedures prescribed in PSX Regulations. The decision of arbitrators shall be binding on both the Parties subject to their rights of appeal in the manner provided in PSX Regulations, if exercised. The name and other relevant particulars of the Customer shall be placed on PSX's website accessible to Securities Brokers if the Customer fails or refuses to abide by or carryout any arbitration award passed against him/her and the Customer shall have no objection to the same.
2. The assets deposited as margin by a Customer with the Securities Broker shall only be used by the Securities Broker for the purposes of dealing in securities through PSX on behalf of such Customer other than as authorized by the Customer in writing in the manner prescribed under the relevant regulations.
3. The Securities Broker may deposit unutilized funds of the Customers in a separate profit-bearing bank account and shall distribute profit to the Customers out of total profit offered by bank(s) on such funds, unless specified otherwise in writing by the Customer.
4. The Securities Broker shall be authorized to act on the instructions of the Customers given through any of the following modes of communication unless specifically designated by the Customer in the Form:
 - (a) Telephonic communication over a dedicated telephone line(s) routed through centralized call recording system;
 - (b) Email/SMS/Fax/Letter on the authorized email address/mobile/fax/address of the Securities Brokers;
 - (c) Verbal orders placed through personal appearance in the registered office subject to receipt of written acknowledgement of such in-person orders by Securities Brokers
4. The Securities Broker shall make out the Contract Note (physical or electronic form) to the Customers in respect of trades executed on their behalf based on their order instructions not later than the start of next trading day as required under the Securities Brokers (Licensing and Operations) Regulations, 2016 through any of the following acceptable modes of communication unless specifically designated by the Customer in the Form:
 5. (a) Recognized courier service;
 5. (b) Registered Post at given correspondence address;
 5. (c) Facsimile number provided on the Form;
 5. (d) By hand subject to receipt/acknowledgement; or
 5. (e) Email provided on the Form in case of Electronic Contract Note.

All such transactions recorded by the Securities Broker in the prescribed manner shall be conclusive and binding upon the Customer unless the Customer raises observation relating to unauthorized execution of such transaction or any error in the Contract Note within one trading day of the receipt of such Contract Note.

In the event of any dispute relating to order placement or executing of orders, the burden of proof shall be on the Securities Brokers to establish the authenticity of such order placement or execution thereof.

6. In case the Customer fails to deposit additional margins within one trading day of the margin call (in writing), the Securities Broker shall have absolute discretion to liquidate the Customer's outstanding positions including the securities purchased and carried in such account to meet the margin shortfall without further notice to the Customer.
7. The Securities Broker shall be responsible for the payment of any credit cash balance available in the account of the Customer through cross cheques or other banking channels (instruments) only within one (1) trading day of the request of the Customer subject to the maintenance of the margin requirements.
8. The Customer is aware that in the event of his/her non- payment on settlement day against securities bought on his/her account, the Securities Broker may transfer such securities to its Collateral Account under intimation to PSX in the manner as provided in PSX Regulations.



9. The Securities Broker shall accept from the Customer payments through "A/c Payee Only" crossed cheque, bank drafts, pay orders or other banking channels drawn on Customer's own bank account in case of amounts in excess of Rs. 25,000/-. Electronic transfer of funds to the Securities Broker through banks would be regarded as good as cheque. The Securities Broker shall provide the receipt to the Customer(s) in the name of the Customers duly signed by its authorized employee and the Customer(s) shall be responsible to obtain the receipt thereof. In case of cash dealings, proper receipt will be taken and given to the Customer(s), specifically mentioning if payment is for margin or the purchase of securities. The Securities Broker shall immediately deposit in its bank account all cash received in whole i.e. no payments shall be made from the cash received from clients. However, in exceptional circumstances, where it becomes necessary for Securities Broker to accept cash in excess of Rs.25,000/-, the Securities Broker shall immediately report within one trading day such instances with rationale thereof to the PSX in accordance with the mechanism prescribed by PSX.
10. The Securities Brokers shall make all payments to the Customers through crossed cheques / bank drafts / pay orders or any other banking channels showing payment of amount from their business bank account. Copies of these payment instruments including cheques, pay orders, demand drafts and online instructions shall be kept in record for a minimum period prescribed under the Securities Brokers (Licensing and Operations) Regulations, 2016.
11. The Securities Broker shall provide to the Customers a quarterly Account Statement which shall include cash and securities ledgers as back office and CDC Sub-Account records along with reconciliation of any differences therein through any of the aforesaid modes of communication. In case of any discrepancy in the ledger statement, the Customer shall inform the Securities Broker within seven (7) days of receipt of the quarterly account statement to remove such discrepancy. Further, the Securities Broker shall provide to a Customer an Account Statement for a period specified by the Customer as and when requested by such Customer.
12. The Customer shall pay all applicable taxes and statutory and regulatory fee and levies and brokerage commissions as are prevailing from time to time in connection with the brokerage services rendered. The Securities Broker/Participant can debit up to the accrued amount of levies and charges the account of the Customers for the abovementioned charges, which shall be clearly detailed in the ledger statement/daily confirmations. Any change resulting in an increase in the brokerage commission shall take effect not earlier than five (5) trading days of intimation of the same to the Customers through acceptable mode of communication prescribed in the Form.
13. The Securities Broker shall append a Risk Disclosure Document with this Form in accordance with the specimen provided by PSX.

TERMS AND CONDITIONS FOR KNOW YOUR CLIENT (KYC) APPLICATION FORM "SAHULAT"

1. All terms herein shall, unless expressly stated otherwise, have the same meaning as ascribed to them in the Centralized KYC Organization Regulations.
2. The Sahulat Account can only be opened by resident Pakistani individuals with Authorized Intermediaries that are Securities Brokers and it shall be subject to following conditions or any other conditions as may be specified by PSX and/or SECP:
3. Only one client code can be tagged by a Securities Broker for Sahulat Account holder in NCSS.
4. Sahulat Account holder shall be allowed to open and maintain one Sahulat sub-account and/or one Sahulat IAS
5. Resident Pakistani individuals already maintaining Sahulat or normal trading account with Authorized Intermediaries that are Securities Brokers are not eligible for opening Sahulat Account.
6. Sahulat Account cannot be opened with joint holders
7. Sahulat Account holders shall only be eligible to trade in Ready Delivery Contract Market and no transactions in Derivative Contracts and Leveraged Market shall be allowed.
8. Trading by Sahulat Account Holders shall be subject to such position limits as may be notified by PSX from time to time with prior approval of SECP.
9. The Customer agrees that CKO may hold, store and process its KYC Information on the KYC Information System and KYC Database in connection with its KYC functions under the Centralized KYC Organization Regulations. The Customer also agrees that CKO may disclose its KYC Information as permitted under the CKO Regulations and such other disclosures as may be reasonably necessary for compliance with any other laws or regulatory requirements
10. The Customer acknowledges that KYC Information System and KYC Database, including but not limited to all the information contained therein is the legal property of CKO.
11. These terms and conditions shall be governed by the laws of Pakistan



ADDITIONAL TERMS AND CONDITIONS

In addition to the Terms and Conditions contained in the Account Opening Form, the following Additional Terms and Conditions are applicable and binding upon the Account Holder(s) and the Broker:-

1. At the time of the opening of the account, the Account Holder(s) shall deposit a sum of at least Rs. _____, or listed securities of equivalent value acceptable to the Broker as per its haircut valuation policy. The net value of the securities/cash balance will be monitored regularly. The Broker shall have the right to call for the deficit amount.
2. In case the Account Holder(s) is/are authorized by the Broker to undertake online trading, the Broker shall also be authorized to act upon the instructions of the Account Holder(s); whether written or verbal. The Broker shall provide confirmation of the executed transactions via e-mail or as required by the Account Holder(s). All such transactions recorded by the Broker in his books shall be conclusive and binding upon the Account Holder(s), which shall not be questioned by him/her/they/it, subject to Clause 4 of the Terms & Conditions for trading account.
3. The Broker shall put forth its best endeavors to service and execute the order of the Account Holder(s).
4. While the Broker shall endeavor to purchase or sell the securities as per the Account Holder(s) instructions while placing the order, the Broker does not guarantee or assure that the transactions may materialize fully.
5. The Account Holder(s) shall be liable to pay all federal, provincial and local taxes, duties, fees and other levies, such as income tax, capital gains tax, capital value tax, sales tax, excise duty, stock exchange charges, NCCPL charges, CDC charges, etc. (collectively "Taxes"), as may be applicable on the Account Holder(s) or the transactions executed on his/their behalf. The Broker is hereby unconditionally authorized by the Account Holder(s) to deduct Taxes from payments to be made to the Account Holder(s) or recover the applicable Taxes out of the funds or securities of the Account Holder(s) that may be available with the Broker for onward payments to the concerned tax authorities. The Account Holder(s) shall indemnify the Broker against all losses, damages, costs and expenses that may be sustained or suffered by the Broker for non-payment of any Taxes due to want of sufficient funds or securities of appropriate value in the account of the Account Holder(s)
6. In case of non-payment by the Account Holder(s) within time stipulated in Clause 7 of the Terms and Conditions for trading account, the Broker shall have the right to square off the deal and any loss suffered therein, shall be borne by the Account Holder(s). The Broker shall have a lien and/or first charge on the Account Holder(s)' securities and deposits held on account of the Account Holder(s) for recovery of such loss.
 6. (a) If any such delay continues beyond one (1) business day, the Broker shall have the right to resell the securities at the risk, cost and account of the Account Holder(s) and all losses suffered shall be borne and made good by Account Holder(s). In case if the cheque given by the Account Holder(s) bounces, a handling charge of Rs.1,000.00 will be recovered from the Account Holder(s). The recovery of these charges shall not prejudice Broker's right to initiate any other legal proceedings against the Account Holder.
 6. (b) Without prejudice to the Broker's rights contained in Clauses 6 and 6a. above, in case the Account Holder(s) fails to make the payment for any trade and the Broker claims the amount in arbitration proceedings, whether initiated by the Broker or by the Account Holder(s), or in a suit or other proceedings that may be initiated by the Broker in a court of law, the Broker shall have the right to claim compensation @ six months KIBOR, plus 4% on the outstanding amount from the date of the institution of the arbitration proceedings or the suit or any other legal proceedings, as the case may be till realization by payment made by the Account Holder(s) or by enforcement of the arbitral award or the decree of the court, as the case may be, to cover the Broker's cost of funds.
7. It is mutually agreed between the Broker and Account Holder(s) that any free credit balances in Account Holder(s) account are being maintained to facilitate Account Holder(s)' intention to invest such amount through the Broker. It is specifically agreed and understood that under no circumstances whatsoever will the Broker allow any credit facilities.
8. For Sale contracts involving physical scrips, the Account Holder(s) shall deliver the securities to Broker at least two (2) days before the scheduled date of delivery. The scheduled date of delivery will be intimated to the Account Holder(s) by the Broker at the time of confirmation of the sell order. If the deliveries are not received by the scheduled date, the sell position held by the Account Holder(s) will be squared under intimation to the Account Holder(s) and the resulting loss incurred, if any, due to squaring the position will be charged to the Account Holder(s). Securities' certificate(s) will not be accepted for effecting deliveries unless blank transfer deeds with signatures duly verified by the concerned companies along with the original security certificate(s) are delivered to the Broker. In case security certificate(s) and/or the corresponding transfer deed(s) and/or the securities are not found to be in order, the Broker will have the right to refuse or reject the same in which event the Account Holder(s) shall

timely replace/deliver substitute of the said securities' certificate(s) or get the original deeds and/or the securities' certificate(s) regularized immediately subject to any other liability of the Account Holder(s).

9. The proceeds of the securities sold on account of the Account Holder(s) shall become due on the business day following settlement date. The Broker shall not be liable for delays in the payments to be made by NCCPL or the Exchange or the TRE Certificate Holder of the Exchange through whom the securities have been sold by the Broker on account of the Account Holder(s), as the case may be.
10. In case of purchase contracts, deliveries will be effectuated to the Account Holder(s) on the settlement dates, mentioned in the Confirmation of purchase; provided, however, that each payment is received by the Broker at least one day before the settlement date. Payment in excess of Rs.25,000/- will be accepted only by a recognized banking instrument/online fund transfer mechanism of a reputed Bank acceptable to the Broker. If the payment is not received before the settlement date or if the Payment instrument bounces, the Broker shall be free to transfer the securities to its Collateral Account as mentioned in Clause 7 of the Terms and Conditions for Trading Account, without prejudice to the Broker's other rights, remedies and recourses. Purchase bill will be issued for every related transaction.
11. The Broker shall charge commission from the Account Holder(s) at the rates notified by the Broker to the Account Holder(s) from time to time, such rates will be subject to change by the Broker at its discretion. Provided, however, any increase in the rate of commission shall not apply to an order already executed on account of the Account Holder(s). The sale proceeds shall be paid after deduction of the commission and purchase bills will be inclusive of commission and other levies.
12. In the event of failure or refusal to effect delivery against any purchase contract by any TREC Holder or NCCPL through whom the Broker may have purchased the securities or refusal to accept delivery against any sale contract by any TREC Holder or NCCPL through whom the Broker may have sold the securities, the Broker shall not be liable for any damages, costs or legal expenses which the client may suffer or sustain and in such an event, the related Rules and Regulations will prevail and be binding upon the parties.
13. In the event of the Account Holder(s) refusal to accept delivery and to make payment against any Purchase Contract or refusal or delay in effecting delivery against any Sale Contract, the Account Holder(s) shall be liable to compensate the Broker for all losses and damages, including the financial cost as well as legal cost (if any) that the Broker may suffer or sustain on account of the Account Holder(s)' delay or default.
14. The Broker shall not be liable for any fraud, forgery, mis-declaration or any other act or omission on the part of any constituent or TREC holder of the Exchange/NCCPL or their respective Account Holder(s) and the securities shall be deemed to have been purchased or sold at the risk and cost of the Account Holder(s) with no obligation on part of the Broker.
15. In case of hacking of any of its information system or any other system that forms part of trading, the Broker shall not be liable in any manner whatsoever.
16. In case any information or data relating to the Account Holder(s), including but not limited to the Statements of Ledger Account, CDC sub-accounts, transactions effectuated for or on account of the Account Holder(s), payments made by or received from the Account Holder(s) from time to time, etc. is called by any lawful authority or agency or a court or tribunal, the Broker shall be obliged to provide the same and shall not be held liable in any manner for such disclosures.

17. For Book-Entry Securities:

For book-entry securities, the following Additional Terms and Conditions shall apply:

17. (a) For book-entry securities deposited with the Central Depository Company of Pakistan Limited, deliveries will be effected as per the Central Depositories Act, 1997 and the Central Depository Company of Pakistan Limited Regulations and other applicable Rules and Regulations pertaining to book-entry securities.
17. (b) The terms and conditions for Opening and Operation of CDC sub-account to be executed by the Account Holder(s) shall apply to all transactions relating to book-entry securities.

18. For Online Trading:

For Online Trading, the following Additional Terms and Conditions shall apply:

18. (a) A Password or PIN will be issued to the Account Holder by the Broker as the Account Holder's Personal Identification Number or Code to enable the Account Holder to have access to and use his account for Online Trading. The Password/PIN may be communicated through email or through any courier to the Account Holder at his/her own risk. The Account Holder shall not disclose the Password/PIN to any person and shall take every reasonable precaution to prevent discovery of the Password/PIN by any other person.



18. (b) The Broker may electronically transfer delivery of confirmation, statements, and other notices in connection with Online Trading. It shall be the responsibility of the Account Holder to review upon receipt of emails, confirmation statements, margin notices and maintenance calls whether delivered by surface mail, email, or electronic terminals. If the Password/PIN is disclosed to any third party, the Account Holder shall immediately notify the same to the Broker. The Account Holder will immediately notify the Broker of any loss, theft, or unauthorized use of his/her Password, account number and Password/PIN. The Account Holder shall immediately notify any change in his/her email or other address as mentioned in the Account Opening Form.
18. (c) All risks connected and involved with Electronic/Online Trading will be assumed fully by the Account Holder. Neither the Broker, nor any of its directors or officers would be responsible or liable in any manner for any losses or damages that may be suffered by the Account Holder, including but not limited to, those due to the misuse of the Account Holder's Password or PIN, hacking of lines, outages and slowdowns in the internet connection, and piracy of the Account Holder information and affairs by unscrupulous persons.
18. (d) The Broker may at any time and from time to time require Additional Margin in the account (in cash or securities acceptable to the Broker) before executing any orders or undertaking any transactions executed through Online Trading Facility. The amount and timing may vary depending on factors solely at the Broker's discretion. The Broker shall have the right to liquidate the Account Holder's trading position(s) if the Account Margin is insufficient at any time and the conditions of the right to set off clause below shall apply.
18. (e) The Broker may at its discretion elect upon notice to square off the Account Holder's account and make all obligations in the account immediately due and payable by the Account Holder without assigning any reason.

19. Margin Financing (MF)/ Margin Trading (MT)/ Security Lending and Borrowing (SLB):

For Margin Financing/Margin Trading/ Securities Lending & Borrowing, the following Additional Terms and Conditions shall apply:

19. (a) Margin Financing, Margin Trading, Securities Lending and Borrowing and Pledging of Securities on account of the Account Holder shall be governed by the Securities (Leveraged Markets and Pledging) Rules, 2011 and any amendments thereto or substitutions thereof or any other legal or regulatory requirement as implemented from time to time. The Account Holder(s) undertake(s) to execute the Broker's standardized documents for such transactions, including those prescribed by SECP, PSX, NCCPL, etc.
19. (b) The Account Holder(s) shall be eligible to enter into multiple Margin Financing/Margin Trading/SLB Contracts at the same time and shall be for a tenor not greater than the respective tenor prescribed by the PSX from time to time or such other period as the Broker may at its sole discretion determine.
19. (c) The minimum equity participation amount that the Broker shall accept for each MF/MT/SLB Contract shall not be lower than the limit prescribed by the National Clearing Company of Pakistan Limited Regulations, 2003, (Regulations) as amended and/or modified from time to time. However, the Broker at its discretion can request for higher equity participation than what is prescribed in the Regulations.
19. (d) In respect of MT/MF/SLB transactions, the Account Holder(s) shall pay to the Broker mark-up on financing computed at the rate as decided from time to time pro-rated to the actual number of days for which any amount is financed to or on account of the Account Holder(s). The Broker shall have the right to debit Account Holder(s) account for the mark-up and the Account Holder(s) undertake(s) to pay the mark-up immediately upon written demand from the Broker without raising any issues.
19. (e) The purchase of securities shall be carried out by the Account Holder(s) only in respect of MT/MF/SLB Eligible Securities as decided by the Broker from time to time. The Account Holder(s) accept(s) and acknowledge(s) that the Broker has the sole discretion to limit the number of MT/MF Eligible Securities for which it may wish to facilitate the Account Holder(s), and the Account Holder(s) can only ask for facilitation of those MT/MF/SLB Eligible Securities from the Broker which the Broker has short-listed. Any change to the MT/MF/SLB Eligible Securities shall be effected immediately by the Broker except where the MT/MF/SLB Securities' contract already executed require otherwise.
19. (f) In case of any corporate action such as a dividend declaration or a rights announcement by a MT/MF/SLB Eligible Security which has been financed by the Broker / MT Financier, such right shall remain vested with the Account Holder(s) and the Broker/MT Financier shall not benefit from such actions inspite of the securities being in its custody.
19. (g) If there is any loss in the Account Holder(s)' account due to Mark-to-Market (MTM) of the MT/MF/SLB Contract, such losses shall be settled by the Account Holder(s) within one business day.



19. (h) The Broker is hereby authorized by the Account Holder(s) to mortgage, pledge or hypothecate the securities deposited or bought on behalf of the Account Holder(s) by the Broker to the related financial institution for a sum not exceeding the outstanding balance in the margin account, to the extent that the same is permissible under the applicable laws, Rules and Regulations.
19. (i) The Account Holder(s) unconditionally agree(s) that his/her/its/ their securities may be sold by the margin financier, in case of any default or margin call not being addressed as per the requirements of Rules & Regulations as applicable from time to time, in the course of financing.
19. (j) Notwithstanding the conditions of Clauses 1 and 5 of the Terms and Conditions for trading account, in the event of default, failure, refusal or inability on part of the Account Holder(s) to repay the finance or any outstanding mark-up thereon, the Broker shall have the right to square up and liquidate the position of the Account Holder(s) and sell all the securities held on account of the Account Holder(s) upon one business day's notice to the Account Holder(s). The net sale proceeds so realized after deduction of brokerage, costs, taxes, duties, etc. shall be applied towards adjustment of the outstandings owed by the Account Holder(s) to the Broker. In case of any shortfall, the Account Holder(s) shall be liable to pay the same to the Broker with late payment charges at the rate mentioned in Clause V above, computed from the due date(s) of the outstanding amount upto the date of actual realization by the Broker.
19. (k) It is hereby distinctly understood that the grant of this MT/MF Facility by the Broker to the Account Holder(s) is subject to the provisions of the Securities (Leveraged Markets and Pledging) Rules, 2011 with such variations and modifications as may be made from time to time. The Account Holder(s) has/have read, understood and agreed to abide by the provisions of the said Rules, as well as other applicable Rules and Regulations. Further, all applicable Procedures, prescribed Documents, Policies, Notifications, Rules, Regulations, etc. issued or made by the Stock Exchange/ NCCPL/Commission in respect of Margin Financing/ Marin Trading shall become applicable and binding on the Account Holder(s) and the Broker. If any fine is imposed or other adverse action is taken by the Commission or the Stock Exchange or NCCPL against the Broker due to non-compliance of any of the provisions of the said Rules and/or any direction of the Commission or the Stock Exchange or NCCPL by the Account Holder(s), the Account Holder(s) shall be liable to pay the same to the Broker and indemnify and keep indemnified the Broker against all losses, costs, expenses, demands, proceedings and compensate the Broker in all respect to the full extent.
19. (l) The Broker hereby discloses, and the Account Holder(s) acknowledge(s) that the transaction and activity of margin trading/margin financing has its inherent risks, and consequently, the Account Holder(s) by entering into this Agreement accepts such risks. Such risks include, but are not limited to, default risk, economic risk, market risk, regulatory risk, interest rate risk, priority rights of other creditors in case of liquidation, and other force majeure events like terrorism, acts of God, civil commotion, failure of communication and I.T. related systems downtime or other glitches, etc.
19. (m) The Account Holder(s) represent(s) that the funds being provided by him/her/them/it is/are his/her/its/their own funds and not obtained or borrowed from any other person.

20. Trading in Futures Contracts:

Trading in Future Contracts will be subject to the Rules and Regulations governing Future contracts of the Exchange, including any Notices, Instructions, Circulars, and decisions of the Governing Board of the Exchange.

19. Custodial Services:

For Custodial Services, the following Additional Terms and Conditions are applicable:

21. (a) The charges for custodial services will be intimated to the Account Holder by the Broker.
21. (b) If the Broker has been appointed as a Custodian, the securities purchased for the Account Holder(s) will be retained by the Broker on account of the Account Holder(s).
21. (c) If the securities sold are lying with the Broker as Custodian for the Account Holder(s), the Broker shall deliver the securities as per the Rules & Regulations on account of the Account Holder(s).



22. Termination/Suspension:

The Contract may be terminated by either party at any time by prior written notice of thirty days to the other subject to fulfillment of various legal and regulatory requirements including but not restricted to those required by the PSX, SECP, SBP, FBR, NCCPL, CDC, the Anti-Money Laundering Unit and other such related authorities and agencies. The Broker reserves the right to suspend/limit the trading activity of the Account Holder(s) for any reason whatsoever. However, before taking any action in this regard the Broker shall inform the Account Holder(s) the reason(s) in writing at least 5 working days prior to such action.

23. Risk Disclosure:

The Risk Disclosure Statement annexed to this Account Opening form shall form an integral part of these Terms and Conditions.

The above Additional Terms and Conditions are supplemental to the Terms and Conditions and not in derogation thereof. In case of any conflict between any of these Additional Terms and Conditions and the Terms and Conditions, the Terms and Conditions will prevail.

The Broker declares that any claim the Broker makes as to its independence or impartiality shall be true and correct.

The Terms and Conditions on which the regulated Securities activity is offered are contained in the Terms and Conditions and the Additional Terms and Conditions contained in the Account Opening Form.

By signing this Form the Account Holder(s) shall be deemed to be aware of all risks and exposures and shall be deemed to have absolved and released the Broker from all consequences and liabilities.

I/We have fully understood this Risk Disclosure Statement and agree to assume all the risks in trading in Securities.

Signature:

*4 _____
Main Applicant Joint Applicant 1 Joint Applicant 2 Joint Applicant 3 Participant/ TREC Holder



RISK DISCLOSURE DOCUMENT

This Risk Disclosure documents is prescribed by the Pakistan Stock Exchange Limited (PSX) under Clause 13(1) of the Securities Broker Licensing and Operations) Regulations, 2016.

This document contains important information relating to various types of risks associated with trading and investment in financial products (equity securities, fixed income instruments, derivatives contracts etc.) being traded at PSX. The customers should carefully read this document before opening trading account with a broker.

In case a customer suffers negative consequences or losses as a result of trading/ Investment, he/ she shall be solely responsible for the same and PSX or Securities and Exchange Commission of Pakistan (SECP) shall not be held responsible/ liable, in any manner whatsoever, for such negative consequences or losses.

The customers must acknowledge and accept that there can be no guaranteed profit or guaranteed return on their invested capital and under no circumstances a broker can provide customers such guarantee or fixed return on their investment in view of the fact that the prices of securities and futures contract can fall as well as rise depending on the market conditions and performance of the companies. Customers must understand that past performance is not a guide to future performance of the securities, contracts or market as a whole. In case the customers have any doubt or are unclear as to the risks/information disclosed in this document, PSX strongly recommends that such customer should seek an independent legal or financial advice in advance.

PSX neither singly or jointly and expressly not impliedly guarantee nor make any representation concerning the completeness, accuracy and adequacy of the information contained in this document as this document discloses the risks and other significant aspects of trading/ investment at the minimum level. PSX does not provide or purport to provide any advice and shall not be liable to any person who enters into a business relationship with a broker based on any information contained in this document. Any information contained in this document must not be construed as business/ investment advice in any manner whatsoever.

THE CUSTOMERS MUST BE AWARE OF AND ACQUAINTED WITH THE FOLLOWING:

1. BASIC RISKS INVOLVED IN TRADING IN SECURITIES MARKET:

- 1.1 Volatility Risk:** Volatility risk is the risk of changes in the value of financial product in any direction. High volatility generally means that the values of securities/ contracts can undergo dramatic upswings and/ or downswings during a short period. Such a high volatility can be expected relatively more in illiquid or less frequently traded securities/ contracts than in liquid or more frequently traded one. Due to volatility, the order of a customer may not be executed or only partially executed due to rapid change in the market prices. Such volatility can also cause price uncertainty of the market orders as the price at which the order is executed can be substantially different from the last available market price or may change significantly thereafter, resulting in a real or notional loss.
- 1.2 Liquidity Risks:** Liquidity refers to the ability of market participants to buy and/ or sell securities expeditiously at a competitive price and with minimal price difference. Generally, it is assumed that more the numbers of orders available in a market, greater is the liquidity. Liquidity is important because with greater liquidity, it is easier for customers to buy and/ or sell securities swiftly and with minimal price difference and, as a result, customers are more likely to pay or receive a competitive price for their executed trades. Generally, lower liquidity can be expected in thinly traded instruments than in liquid or more frequently traded ones. As a result, order of customer may only be partially executed, or may be executed with relatively greater price difference or may not be executed at all. Under certain market conditions, it may be difficult or impossible for the customers to liquidate a position in the market at a reasonable price, when there are not outstanding orders either on the buy side or on the sell side, or if trading is halted in a security/ contract due to any reason.
- 1.3 Speculative Trading Risk:** Speculative involves trading of a security/ contract with the expectation that it will become more valuable in a very near future. These transactions are attempted to make profit from fluctuations in the market value of securities, rather than fundamental value of a security and/ or underlying attributes embodied in the securities such as dividends, bonus or any other factor(s) materially affecting the price.

Speculative trading results in an uncertain degree of gain or loss. Almost all investment activities involve speculative risks to some extent, as a customer has no idea whether an investment will be a blazing success or an other failure.

Day trading strategy is a common example of speculative trading in which customers buy and sell the same security/derivative within the same day, such that all obligations are netted off and closed and no settlement obligations stand. The customer indulging in a day-trading strategy needs to be more vigilant and informed than the customers investing for a longer period, as market may not move during the day as the day-trader originally anticipated, resulting in loss to them.



- 1.4 Risk of Wider Spread:** The Bid-Ask spread is the difference between the offer price and bid price of a security/ contract quoted by the Market Makers or trading parties. The size of spread is affected by a number of factors such as liquidity, volatility, free float (the total number of shares outstanding that are readily available for trading) etc. Generally, low liquidity, high volatility and low free float levels of a security may result in relatively wider Bid-Ask Spread. The higher Bid-Ask spread can result in greater cost to customers.
- 1.5 Risk Pertaining To The Price Fluctuations Due To Corporate Announcement:** The corporate announcements by the issuers for the corporate actions or any other material information may affect the price of the securities. These announcements combined with relatively lower liquidity of the security may result in significant price volatility. The customers, while making any investment decision in such securities, contracts, are advised to take into account such announcements. Moreover, the customers should be cautious and vigilant in case fake rumors are circulating in the market. The customers are advised to refrain from acting purely based on such rumors rather take well informed investment decision in light of all facts and circumstances associated with such securities and their issuers.
- 1.6 Risk Reducing Orders:** The customers can place orders for limiting the losses to certain amounts, such as Limit Orders, Stop Loss orders, and market orders etc. Customers must ask their brokers for detailed understanding of these order types. Customers must acknowledge that placement of such orders or limiting losses to certain extent may not always be an effective tool due to rapid movements in the prices of securities and, as a result, such orders may not be executed.
- 1.7 System Risk:** High volume trading will frequently occur at the market opening and before market close. Such high volumes may also occur at any point in the day causing delay in order execution or confirmation. During periods of volatility, on account of market participants continuously modifying their order quantity or prices or placing fresh orders, there may be delays in order execution and its confirmations.
- 1.8 Systemic Risk:** Systemic risk arises in exceptional circumstances and is the risk that the inability of one or more market participants to perform as expected will cause other participants to be unable to meet their obligations when due, thereby affecting the entire capital market.
- 1.9 System and Networking Risk:** Trading on PSX is done electronically, based on satellite/ leased line based communications, combination of technologies and computer systems to place and route orders. All these facilities and systems are vulnerable to temporary disruption or failure, or any such other problem/ glitch, which may lead to failure to establish access to the trading system/network. Such limitation may result in delay in processing or processing of buy or sell orders in part only or non-processing of orders at all. As with any financial transaction, the customer may experience losses if orders cannot be executed normally due to systems failures on the part of exchange or broker. The losses may be greater if the broker having customers' position does not have adequate back-up systems or procedures. Accordingly, the Customers are cautioned to note that although these problems may be temporary in nature, but when the customers have outstanding open positions or unexecuted orders, these limitations represent a risk because of obligations to settle all executed transactions.
- 1.10 Risk of Online Services:** The customers who trade or intend to trade online should fully understand the potential risks associated with online trading. Online trading may not be completely secure and reliable and may cause delay in transmitting information, execution of instructions due to technological barriers. Moreover, the customer acknowledges and fully understands that he/ she shall be solely responsible for any consequences arising from disclosure of the access codes and/ or passwords to any third person or any unauthorized use of the access codes and or passwords.
- 1.11 Regulatory/ Legal Risk:** Government policies, rules, regulations, and procedures governing trading on the exchange are updated from time to time. Such regulatory actions and changes in the legal/ regulatory ecosystem including but not limited to changes in tax/ levies may affect the potential profit of an investment. Some policies of the government may be focused more on some sectors than others thereby affecting the risk and return profile of the investment of the customers in those sectors.

2. RISKS IN DERIVATIVE AND LEVERAGE PRODUCTS:

Derivative and leveraged trades enable the customer to take larger exposure with smaller amount of investment as margin. Such trades carry high level of risk and the customers should carefully consider whether the trading in the derivative and leveraged products is suitable for them, as it may not be suitable for all customers. The higher the degree of leverage, the greater the possibility of profit or loss it can generate in comparison with the investment involving full amount. Therefore, the customers should trade in the derivative and leveraged products in light of their experiences, financial resources and other relevant circumstances.



Derivative product namely Deliverable Futures Contract, Cash Settled Futures Contract, Stock Index Futures Contract and Index Options Contracts and leveraged products namely Margin Trading System, Margin Financing and Securities Lending and Borrowing are available for trading at stock exchange.

The customer transacting in the derivative and leveraged markets needs to carefully review the agreement provided by the brokers and also thoroughly read and understand the specifications, terms and conditions which may include markup rate, risk disclosures etc. There are a number of additional risks that all customers need to consider while entering into derivative and leverage market transactions. These risks include the following:

- (a) Trading in the derivative and leveraged markets involves risk and may result in potentially unlimited losses that are greater than the amount deposited with the broker. As with any high risk financial product, the customer should not risk any funds that the customer cannot afford to lose, such as retirement savings, medical and other emergency funds, funds set aside for purposes such as education or home ownership, proceeds from student loans or mortgages, funds required to meet living expenses.
- (b) All derivative and leveraged trading involves risk, and there is no trading strategy that can eliminate it. Strategies using combinations of positions, such as spreads, may be as risky as outright long or short positions. Trading in equity futures contracts requires knowledge of both the securities and the futures markets.
- (c) The customer needs to be cautious of claims of large profits from trading in such products. Although the high degree of leverage can result in large and immediate gains, it can also result in large and immediate losses.
- (d) Because of the leverage involved and the nature of equity futures contract transactions, customer may feel the effects of his/ her losses immediately. The amount of initial margin is small relative to the value of the futures contract so that transactions are 'leveraged' or 'geared'. A relatively small market movement will have a proportionately larger impact on the funds the customer has deposited or will have to deposit. This may work against customer as well as for him/ her. Customer may sustain a total loss of initial margin funds and any additional funds deposited with the broker to maintain his/ her position. If the market moves against his/ her position or margin levels are increased, customer may be called upon to pay substantial additional funds on short notice to maintain his/ her position. If the customer fails to comply with a request/ call for additional funds within the time specified, his/ her position may be liquidated/ squared-up at a loss, and customer will be liable for the loss, if any, in his/ her account.
- (e) The customer may find it difficult or impossible to liquidate/ square-up a position due to certain market conditions. Generally, the customer enters into an offsetting transaction in order to liquidate/ square-up a position in a derivative or leverage contract or to limit the risk. If the customer cannot liquidate position, they may not be able to realize a gain in the value on position or prevent losses from increasing. This inability to liquidate could occur, for example, if trading is halted due to some emergency or unusual event in either the equity futures contract or the underlying security, no trading due to imposition of circuit breaker or system failure occurs on the part of exchange or at the broker carrying customers' position. Even if customer can liquidate position, they may be forced to do so at a price that involves a large loss.
- (f) Under certain market conditions, the prices of derivative contracts may not maintain their customary or anticipated relationships to the prices of the underlying security. These pricing disparities could occur, for example, when the market for the equity futures contract is illiquid, when the primary market for the underlying security is closed, or when the reporting of transactions in the underlying security has been delayed.
- (g) The customer may be required to settle certain futures contracts with physical delivery of the underlying security. If the customer holds position in a physically settled equity futures contract until the end of the last trading day prior to expiration, the customer shall be obligated to make or take delivery of the underlying securities, which could involve additional costs. The customer should carefully review the settlement and delivery conditions before entering into an equity futures contract.
- (h) Day trading strategies involving equity futures contracts and other products pose special risks. As with any financial product, customers who seek to purchase and sell the same equity futures in the course of a day to profit from intra-day price movements ("day traders") face a number of special risks, including substantial margins, exposure to leverage, and competition with professional traders. The customer should thoroughly understand these risks and have appropriate experience before engaging in day trading. The customer should obtain a clear explanation of all commission, fees and other charges for which he/ she will be liable. These charges will affect net profit (if any) or increase loss.

3. GENERAL:

3.1 Assets Held with Brokers: The customer should familiarize him/ herself with the measures available for protecting from the risk of misappropriation or misuse of cash and securities held with the brokers. For such purpose, he/ she may opt for UIN Information System (UIS) provided by National Clearing Company of Pakistan Limited (NCCPL). The customer should also provide correct mobile number/ email address in order to receive SMS/ e-Alerts services being provided by the NCCPL and Central Depository Company of Pakistan Limited (CDC) on each trade and movement of their securities.



moreover, the customers should be aware of the protections given to money and securities deposited with the brokers, particularly in the event of a default by such broker or the broker's insolvency or bankruptcy. The customer recognizes that in such default/ insolvency/ bankruptcy scenario, the customer may recover his/ her money and/ or property to such extent as may be governed by relevant PSX Regulations and/ or local laws in force from time to time.

3.2 Customers Rights and Obligations: The customer must understand their rights and obligations as well as the rights and obligations of the brokers specified under the PSX Regulations and the Standardized Account Opening form, Know Your Client Form, Standardized Sub-Account Opening Form of CDC, and Agreement(s) of Leveraged Products (Margin Trading System, Margin Financing and Securities Lending and Borrowing), where applicable, and any other applicable Rules, Regulations, Guidelines, Circulars etc. as may be issued by SECP and PSX and PSX from time to time.

- (a) The customers should ensure that they deal through the registered branch and with the registered Agents/ Traders/ Representatives of the broker. The customer shall also verify such details from the website of PSX and Jamapunji (www.jamapunji.pk);
- (b) Customer at the time of establishing relationship with the brokers, should obtain a clear explanation of all brokerage, commission, fees and other charges for which customer will be liable to pay and these charges will affect net cash inflow or outflow;
- (c) It is obligatory for the brokers to issue contract note, in either electronic form or hard copy, by next working day of trading. The contract note shall contain all information relating to trade execution including commission and charges applicable on the customers. In case contract note is not issued, customer should inquire with broker immediately and in case the matter is not resolved, the same should be reported to the PSX;
- (d) The customers should match the information as per the contract notes with the SMS/ e-Alert received from CDC and/ or NCCPL and may also verify from the UIS facility from the website of NCCPL.

UNDERTAKING

I, the customer, hereby acknowledge that I have received this Risk Disclosure Document and have read and understood the nature of all risks and other contents and information provided in this document.

Date: _____

Signature:

*5 _____
Main Applicant Joint Applicant 1 Joint Applicant 2 Joint Applicant 3 Participant/ TREC Holder



SCHEDULE OF COMMISSION CHARGES, OTHER CHARGES AND REQUIRED MARGIN FOR THE PURPOSE OF TRADING.

COMMISSION: (Rs. per share or % of share value)

The commission structure is as follows:

| From | to | Rate |
|---------|-------|-----------|
| 0.01 | 20.00 | .03 Paisa |
| A 20.01 | — | .15% |

OTHER CHARGES:

1. CDC Transaction Fee Rs. _____ % Market Value per transaction
2. CDC Custody Fee Rs. _____ % p.a. of Market value
3. CDC Sub Account Fee Rs. _____ p.a.
4. UIN Maintenance Fee Rs. _____ p.a.
5. Physical Shares Deposit in CDC Rs. _____ per share
6. Sales Tax Rs. _____ % Brokerage Commission
7. Capital Value Tax (CVT) Rs. _____ % on Purchase value
8. Withholding Tax (WHT) Rs. _____ % on Purchase/ Sale value

AL Habib Capital Markets (Pvt.) Ltd is authorized to revise commission charges and other charges. Any change in the above will be notified to the account holder.

Signature:

*6 _____
Main Applicant Joint Applicant 1 Joint Applicant 2 Joint Applicant 3 Participant/ TREC Holder



PROFIT ON IDLE FUNDS

Dear Valued Customer,

We are offering returns on your idle deposited with the company as per Pakistan Stock Exchange Rule Book in your trading account.

In this respect your are requested to select one of the below options

To:

The Head of Operations
AL Habib Captial Markets (Pvt) Limited
Karachi.

Dear Sir,

This is to context to my/our Trading Account No. _____ maintained with AL Habib Capital Markets (Pvt) Limited. I do hereby unconditionally and irrevocable acknowledge, confirm, agree and undertake as follows

(Please tick (✓) any one)

Credit Interest on my Idle Funds in my trading account at the rate specified below by AL Habib Capital Markets (Pvt) Limited.

I donot wish to avail thia facility as I donot require any interest on Idle Funds.

Signature:

*7 _____

Applicant

/* Profit on Idle Funds will be credited to clients on monthly basis after deduction of 2% management fee, from prevailing Bank's Profit rate



Annexure 'A-2'

SPECIMEN OF AUTHORITY LETTER FOR AUTHORIZATION TO OPERATING A TRADING ACCOUNT

With reference to my/ our trading account opened with you

1. I _____ s/o, w/o, d/o, _____,
holding CNIC/ NICOP/ Passport No. _____ at present residing at _____
2. I _____ s/o, w/o, d/o, _____,
holding CNIC/ NICOP/ Passport No. _____ at present residing at _____
3. I _____ s/o, w/o, d/o, _____,
holding CNIC/ NICOP/ Passport No. _____ at present residing at _____
4. I _____ s/o, w/o, d/o, _____,
holding CNIC/ NICOP/ Passport No. _____ at present residing at _____

holder(s) of Trading Account No. _____ do hereby authorize _____
son/ daughter/ wife of _____ at present residing at _____,
and holder of
CNIC No. _____, whose signature is given below, who is my/ our _____ (relationship)
with AL Habib Capital Markets (Private) Limited, to place order for the purchase and sale of shares and securities, to make payment and receive on my behalf, all related documents such as contracts, bills, cheques, confirmation, of cash balance in accordance with the rules and regulations of Pakistan Stock Exchange Limited and notifications and instructions from time to time issued by PSX.

I/ we shall ratify and confirm and agree to ratify and confirm whatsoever my/ our said authorized person shall do or cause to be done in terms of this Authority Letter.

The specimen signature of authorized person is as follows.

Name of Authorized Person: _____ Specimen Signature: _____

Contract Details of Authorized Person:

Name of Authorized Person: Tel & Cell No: _____ Fax No: _____

Email Address: _____

Name of Account Holder: i) _____ ii) _____ iii) _____ iv) _____

Signatures: i) _____ ii) _____ iii) _____ iv) _____

WITNESSES

1. Signature: _____ 2. Signature: _____

Name: _____ Name: _____

CNIC/NICOP/Passport No. _____ CNIC/NICOP/Passport No. _____

Address: _____ Address: _____



AL Habib Capital Markets (Pvt) Ltd.

TREC Holder, Pakistan Stock Exchange Ltd.
GF-01, Techno City, Hasrat Mohani Road, Karachi-Pakistan.
Phones : (92-21) 32270808-13 Fax : (92-21) 32270519
<http://www.ahcml.com>

Date: _____

Centralized KYC Organization (CKO)
National Clearing Company of Pakistan Limited
8th Floor, Pakistan Stock Exchange, Karachi,
Pakistan.

Authority Letter for Unique KYC Number ("UKN") Tagging

Dear Concern,

This is to inform you that our customer Name _____ bearing UIN _____ and
UKN _____, has authorized us for UKN tagging in KYC Information System (KIS) in accordance
with CKO Regulations, 2017

Regards

AI Authorized Signatory & Stamp

Customer Signature

INVESTOR PROTECTION GUIDELINES

Pakistan Stock Exchange and all other capital market entities, i.e.; Central Depository Company (CDC) and National Clearing Company (NCCPL) are engaged in ensuring that our market apparatus provides the best possible security and safety in the trading, transmission and custody of investors' securities.

An essential element of adequate investor's protection apparatus is the duty of due care and appropriate oversight by the investors themselves over their trading and custodial arrangements. Investor are encourage to ensure the following in this respect.

- Check & verify the reputation of the broker and the registration status of his branch office concerned and agents before establishing client relationship with any brokerage houses.
- While Opening trading Account with broker read and understand the contents of the "Standardized Account Opening Form" and provide all contact details (mailing address, e-mail, telephone, and mobile number etc.) on this form. Get a copy of the same duly indicating your trading ID number & UIN. Don't give unnecessary authorization to anyone to trade on your behalf.
- Have a "CDC Sub-Account" opened through your broker. Read the Sub-account Opening Form carefully and ask your broker to give you a copy, duly mentioning your complete contact details and the Sub Account Number.
- For absolute custody and protection of your portfolio, consider opening an account with CDC's "Investor Account Service (IAS)".
- Also enroll for free of cost e-Alerts, e-Statements and SMS alert services of CDC. Ask your broker to activate them, and ensure that you receive an email and/ or SMS against any activity in your account and an e-Statement on a monthly basis.
- Have a valid Unique Identification Number (UIN) Issued from NCCPL. UIN for individual resident Pakistanis is the CNIC number.
- Regularly access NCCPL's website to check "UIN Information System" to monitor all activities carried out against your UIN by the broker.
- Ask the broker to place your orders through your UIN, as any transmission of orders without that is fraught with problems beside being non-transparent.
- Though it is more advisable to get IVR and web Facility offered by CDC, however if not registered as yet you should regularly obtain physical statement from the broker and also obtain a free. Ensure both statements match each other and securities balances given are correct as per your record.
- Do not place funds with broken on fixed return as it is illegal.
- Always make payments/ deliveries in the official name of the brokerage and always obtain receipts for every payment made.
- All transactions and capital gains taxes are payable on the prescribed rates of the Govt. of Pakistan and no broker can offer any relaxation in the rates of these taxes. A broker offering discounted rates against these taxes maybe involved in deceptive and wrongful practices.
- Make sure that you immediately update your contact details, in case of any change, on all relevant record items such as the UIN database, your trading account with broker and you CDC Sub-Account etc.



Ph: +92-21-111-001-122
Fax: +92-21-3241-0825
Email: info@psx.com.pk
Web: www.psx.com.pk



Ph: +92-21-111-111-500
Fax: +92-21-3432-6031
Email: info@cdcpak.com
Web: www.cdcpakistan.com



JamaPunji
سرمایہ کاری سمجھداری کے ساتھ
Web: www.jamapunji.com



Ph: +92-21-3246-0811-19
Fax: +92-21-3246-0827
Email: info@nccpl.com.pk
Web: www.nccpl.com.pk



AL Habib Capital Markets (Pvt) Ltd.

TREC Holder, Pakistan Stock Exchange Ltd.
 GF-01, Techno City, Hasrat Mohani Road, Karachi-Pakistan.
 Phones : (92-21) 32270808-13 Fax : (92-21) 32270519
 http://www.ahcml.com

Title of Account: _____ Account No.: _____

FOREIGN ACCOUNT TAX COMPLIANCE ACT ("FATCA") FORM

This form must be completed by individuals/sole proprietorships who wish to open an account, and by all mandate holders for such accounts. Use additional sheets, if necessary.

If this form is being completed for a Beneficial Owner of the account who is not the Account Holder / Mandate Holder, please check (✓) this box. [In] such cases, the Beneficial Owner should also complete this form.

| U.S. Indicators | Details of Account Holder/ Beneficial Owner | | Details of Account Holder/ Beneficial Owner | |
|---|--|-----------------------------|--|-----------------------------|
| 1. Name of Account Holder/ Beneficial Owner | | | | |
| 2. Are you a U.S. Citizen? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. Are you a U.S. Green Card Holder? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 4. Are you a U.S. Resident for tax purposes? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 5. Were you born in the U.S.? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 6. What is your country of Citizenship? | | | | |
| 7. What is your country of Residence? | | | | |
| 8. What is your current Residential Address? | Address: | | Address: | |
| | City: | Country: | City: | Country: |
| 9. What is your Permanent Address? <i>(to be provided only if different from above)</i> | Address: | | Address: | |
| | City: | Country: | City: | Country: |
| (a) If you are a U.S. Citizen, a U.S. Green Card Holder, or a U.S. Resident for tax purposes, please provide Form W-9. | | | | |
| (b) If you were born in the U.S. but are not a U.S. Citizen/ U.S. Green Card Holder/ U.S. Resident for tax purposes, please provide Form W-8BEN and copy of Non-U.S. passport with written explanation regarding your U.S. Citizenship. | | | | |
| (c) If your Permanent or Residential Address is in the U.S. but you are not a U.S. Resident for tax purposes, please provide Form W-8BEN with documentary evidence to establish your Non-U.S. status. | | | | |

I/We hereby confirm that the above information and the information in the submitted documents is true, accurate, complete and updated, and the submitted documents are genuine and duly signed by me/us.

I/We understand that the purpose of the information and the submitted documents is to enable AL Habib Capital Markets (Pvt) Ltd (AHCML) to comply with its obligations under the US Foreign Account Tax Compliance Act ("FATCA"). I/We hereby consent and agree to the Broker meeting its obligations under FATCA in connection with my/our account, including submission of the required account information to appropriate government and regulatory authorities, in accordance with FATCA provisions.

I/We agree and undertake to notify the Broker within 30 calendar days if there is a change in any information or document which I/We have provided to the Broker.

| | | |
|--|----|--|
| Name of Account Holder/ Beneficial Owner | | |
| Taxpayer Identification No. <i>(for U.S. Persons)</i> | | |
| Signature of Account Holder/ Beneficial Owner | *9 | |
| Date | | |



FOR OFFICE USE ONLY

Title of Account: _____ Account Number: _____

| U.S. Indicators | Account Status | Action Required |
|---|--|---|
| 10. Does the required identity document have a U.S. address? | <input type="checkbox"/> Yes <input type="checkbox"/> No | If the answer to all questions on pages 1-2 is "NO" and none of the account holders/ mandate holders/beneficial owners has a U.S. address, no further action is required from the applicants. If answer to any question on pages 1-2 is "YES", either obtain Form W-9 (establishing U.S. status) or Form W-8BEN with documentary evidence to establish Non-U.S. status. If the required documentation is not provided, mark this application as "Recalcitrant" and report to Compliance Department. |
| 11. Does any Account Holder have a U.S. telephone number? | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| 12. Will there be standing instructions to transfer funds to an account in the U.S. or directions regularly received from a U.S. address? | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| 13. Does the account have a U.S. mailing address, including a U.S. P.O. Box? | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| 14. Does the account have a "Hold Mail" status or an "in care of" address that is the sole address for this account? | <input type="checkbox"/> Yes <input type="checkbox"/> No | |

FATCA CLASSIFICATION

This section should be completed by the Account Opening Manager:

FATCA CLASSIFICATION: U.S. Status Non-U.S. Status Recalcitrant

It is hereby confirmed that the required checks have been performed for the account mentioned above.

| | | | |
|---|------|-----------|------|
| Name & Signature of Account Opening Officer | Name | Signature | Date |
|---|------|-----------|------|

OPERATIONS MANAGER APPROVAL

| | | | |
|-------------------------------------|--|--|--|
| Name of approving Operation Manager | | | |
| Designation | | | |
| Signature | | | |
| Date | | | |



AL Habib Capital Markets Pvt Ltd

Corporate TREC Holder: Pakistan Stock Exchange Ltd

KYC / CDD Checklist

Name of Client: _____

| | |
|----------------------|-------|
| CDC Participant I.D | 06502 |
| Client Trading A/c # | |
| Client Sub A/c # | |
| CDC Investor A/c # | |
| Date: | |



SECTION A:

Minimum Information / Documents to be provided by Investor

| 1. Individuals / Sole Proprietorships | | 3. Institutions / Corporate | | 5. Club Societies and Associations | |
|--|--|--|--|--|--|
| CNIC of Principal and joint Holders / Passport for Foreign Nationals / NICOP for non-resident Pakistanis | | CNIC / NICOP of Authorized Signatories and Directors | | Certified Copy of Certificate of Registration | |
| | | List of Directors and Officers | | List of Members | |
| Proof of Employment / Business | | NTN Certificate | | CNIC / NICOP of members of Governing Board | |
| NTN Certificate, where available | | Documentary evidence of Tax Exemption (if applicable) | | Certified copy of bye laws / rules and regulations | |
| 2. Partnerships | | Certificate of Incorporation | | Board / Governing Body Resolution | |
| CNIC / NICOP of all partners, as applicable | | Certificate of commencement of Business | | Copy of Latest Financials of Society / Association | |
| Partnership Deed | | Certified copy of Board Resolution | | 6. Executors / Administrators | |
| Latest Audited Financial Statements | | Audited Accounts of the Company | | | |
| Certificate of Registration (in case of registered partnership firm) | | Memorandum & Articles of Association / Bye Laws / Trust Deed | | CNIC of all Executors / Administrators | |
| NTN Certificate | | 4. Trusts | | Certified copy of Letter of Administration | |
| | | Latest list of trustees | | | |
| | | CNIC's of all trustees | | | |
| | | Certified copy of the Trust Deed | | | |
| | | Latest financials of the trust | | | |
| | | Documentary evidence of Tax Exemption (if applicable) | | | |
| | | Trustee / Governing Body Resolution | | | |

If documents / information is complete, proceed to section B

List any missing documents / information below:

1.

2.

If ANY documents is missing, proceed to Section G.4



SECTION B:

| Assessment of information provided in section A Based on information provided in Section A | | |
|---|------------------------------|----------------------------|
| 1. Is the investor also the ultimate beneficiary of the funds to be invested If No, joint account should be opened or power of attorney be provided by ultimate beneficiary with relevant documentary details of the beneficiary | YES YES | NO NO |
| 2. In case the Investor is a Private Company , Is the latest shareholders list available | YES | NO |
| 3. In case of Government Accounts , Mark YES if the account is <u>not</u> in the personal name of the government official. A resolution / authority letter (duly endorsed by the Ministry of Finance or Finance Department of concerned government) is available, which authorizes the opening and opening of this account by an officer of federal / provisional / local government in his / her official capacity. | YES | NO |
| If the answer to any of the above questions was NO go to section G.3 or G.4, otherwise go to section C | | |

SECTION C:

| Risk Category of Investor | | | |
|--|--|--------------------|-------------------|
| 1. Government of Department / Entity | | HIGH RISK | Go to Section G.1 |
| 2. Public Listed Company | | LOW RISK | Go to Section G.1 |
| 3. Private Limited Company | | MEDIUM RISK | Go to Section G.2 |
| 4. Non-Governmental Organization (NGO) | | HIGH RISK | Go to Section G.3 |
| 5. Trust / Charity | | HIGH RISK | Go to Section G.3 |
| 6. Unlisted Financial Institution | | | Go to Section D |
| 7. Individual | | | Go to Section E |

SECTION D:

| Unlisted Private Financial Institution (NBFI) | | |
|--|-------------------------------|----------------------------|
| Is the unlisted private financial institution domiciled in Pakistan and is regulated by the SECP / State Bank of Pakistan (SBP) OR Is it domiciled in FATA member country that is satisfactorily following the FATF recommendations and is supervised by a regulatory body | YES YES | NO NO |
| If YES, proceed to Section G.1 | If NO, proceed to Section G.3 | |



SECTION E:

| Individual | | |
|---|------------|-----------|
| 1. Is the person a non-resident Pakistani. | YES | NO |
| 2. Is the person a high net worth individual with no identifiable source of income or his / her profile / source of income doesn't match with size & quantum of Investments / transactions. | YES | NO |
| 3. Is the person involved in dealing in high value items (based on declared occupation). | YES | NO |
| 4. Is the person a foreign national. | YES | NO |
| 5. Does the person appear to have links or money transfer to / from offshore tax havens or belongs to country (s) where KYC / CDD and anti money laundering regulations are lax (in terms of not sufficiently applying FATF recommendations). | YES | NO |
| 6. Is there any reason to believe that the person has refused account opening by another Financial Institution / Brokerage House | YES | NO |
| 7. Is the person opening the brokerage account on a non-face-to-face basis / on-line customer. | YES | NO |
| If the response to any question (1-7) above was YES proceed to G.3 | | |
| 8. Is the person a holder of a senior level public (government) office i-e. a politically exposed person (PEP) or a family member of PEP. | YES | NO |
| 9. Is the person a holder of high profile position (e.g. senior politician) | YES | NO |
| If the response to any question (8-9) above was YES proceed to Section F, also proceed to section G.1 | | |

SECTION F:

| Politically Exposed Person / Foreign National / Holders of High Profile Position | | |
|--|-------------------------------|-----------|
| Is the brokerage account relationship with this high risk category person including politically exposed person / foreign national / holder of high profile position, approved by the Nominee Director, CEO /COO of the brokerage house (approval shall be provided by management through signing the respective Account opening Form). | YES | NO |
| If YES, proceed to Section G.3 | If NO, proceed to Section G.4 | |

SECTION G

| Investor Risk Profile | | |
|-----------------------|-------------|---|
| G.1 | LOW RISK | Reduced KYC Requirements shall be applicable Investor account can be opened once information / documents mentioned in Section A have been provided. |
| G.2 | MEDIUM RISK | Greater care required and documents listed in Section A should be obtained before opening of account |
| G.3 | HIGH RISK | Enhance KYC Requirements shall be applicable: Investor account can be opened once information / documents mentioned in Section A have been provided. Transactions shall be monitored to ensure that the funds used for investments are from an account under the investor's own name in a financial Institution (e.g bank) subject to high due diligence standards and the amount and frequency of investments are not unusual given the nature and financial strength of the investor |
| G.4 | HIGH RISK | Account cannot be opened as KYC Requirements have not been fulfilled. |

| | | |
|--|-----|----|
| CONFIRMATION of physical presence of customer when opening account | YES | NO |
|--|-----|----|

Other Comments:

| | | | |
|---------------|------------------------------|-----------|-------|
| Completed by: | Name of Sales Person / Agent | Signature | Date: |
| | | | |

| | | | |
|-------------|---------------------------|-----------|-------|
| Checked by: | Name of Compliance Person | Signature | Date: |
| | | | |



Common Reporting Standard (CRS) CRS Self Certification From-individual

Please read following institutions carefull before completing the form

Chapter XIA of Income Tax Rule, 2002 and Regulations base on the OECD Common Reporting Standard (CRS) require AL Habib Capital Markets (Pvt) Ltd. To collect and report center information about each person's tax residency. If your tax residence is located outside Pakistan and/or United States of America (USA), we may be legally obliged to pass on the information in this form and other financial information with respect to your financial account to federal board of Revenue (FBR) and they may exchange this information with tax authorities if another jurisdiction or jurisdiction pursuant to intergovernment agreements to exchange financial account information.

Pleas complete this CRS form and use a separate CRS form for each Joint Account Holder.

This form will remain valid unless there is change is a change in circumstance relating to information, such as the account holder's tax status or other information that makes this form incorrect or incomplete. In that case you must notify as and proved an updated self-certification.

| PART 1 ACCOUNT HOLDER INFORMATION | |
|--|--|
| Account No.: | Sub-Account: |
| Title of A/c: | Date of Birth: |
| CNIC/ NICOP: | City: |
| Pasport No.: | Country: |
| Cell No.: | Email Id: |
| Current Residence Address | Mailing Address (complete only if different from current address) |
| Address line 1: | Address line 1: |
| Address line 2: | Address line 2: |
| City: | City: |
| Province/ State: | Province/ State: |
| Country: | Country: |

PART 2 CRS-TAX PRESIDENCY DECLARATION (Please refer to Appen-I for your tax residency status)

I am tax resident of Pakistan or/and USA ONLY.

Yes (Produced to Part 4)

No (Produced to Part 3)



Common Reporting Standard (CRS) CRS Self Certification From-individual

PART 3

Please complete the following table indicating (i) the country where the Account Holder is resident for tax purpose and (ii) the Account Holder's Taxpayer Identification Number (TIN)

If Tax Identification Number (TIN) is not available, please tick () the appropriated box with reason A, B or C as defined below and proved supporting Evidence:

Reason A – The country/jurisdiction where the Account Holder is resident does not issue Tins to its residents

Reason B – The Account Holder is otherwise unable to obtain a TIN or equivalent number (*please provide reasons if this is selected*)

Reason C – No TIN is required. (Note: Only selected this reason, along-with evidence, if the domestic law of the relevent country does not required the collection of the TIN issued by such country)

| country(ies) of Tax Residence | TIn or Equivalent | Reason A | Reason B | Reason C |
|-------------------------------|-------------------|--------------------------|--------------------------|--------------------------|
| | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 1. | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

If Reason B selected, please explain in the following box(es) why you are unable to obtain a TIN or Functional Equivalent

1.

2.

3.

PART 4

I acknowledge that the information contained in this form and information regarding the Accounting holder and any Reportable Account (s) may be provided to tax authorities to the country/jurisdiction is which this account (s) is/ are maintained and exchanged with tax authorities of another country/jurisdiction or country/jurisdiction in which the Account holder may be tax resident pursuant to intergovernmental agreements to exchange financial account information.

I declare that all statements made is this declaration are, to the best of my knowledge and belief, correct and complete undertaker to submit a suitable update from within 30 days of any change in circumstances which affects the tax residency status or where any information contained herein to become incorrect.

I hereby indemnify and hold AHCML and its directors, Sponsors, Officers, representatives and employees harmless from all costs, expenses, losses, damages, liability, penalties incurred, suffered and/or imposed as a result of any suits, proceedings and/or litigation arising out of or in any manner connected with this self Certification Form and/or the information supplied hereby.

A/c Holder's signature: *9 _____

Date: _____