

## Dormant Account Policy

The provisions specified herein shall replace the provisions pertaining to dormant/inactive account as specified in the existing Policy of the Company for Prevention of Money Laundering.

### DEFINITIONS

The following accounts shall be categorized as Dormant Accounts:

#### I. Demat accounts

A Demat account having no transactions in the last 6 (six) calendar months shall be classified as Dormant account.

#### II. Trading account

A Trading account in which no transaction has been carried out for a period of more than 12 (twelve) calendar months shall be classified as a Dormant Account.

### TREATMENT OF DORMANT ACCOUNTS

#### Transactions in Dormant Trading Accounts

In case of Online or Offline dormant trading accounts in which no transaction has been placed during the last 12 (twelve) calendar months, the account of the client shall be locked and the client shall not be permitted to execute a fresh transaction in the account unless the client provides either of the following:

1. An e-mail request to reactive the account and process the transaction. Such e-mail request shall be sent only from the Email ID of the Client registered with Beeline Broking Limited; or
2. A written request to reactive the account and process the transaction duly signed by Client and submitted to Beeline Broking Limited; or
3. A telephonic request to reactive the account and process the transaction. Such telephonic request shall be at the specified number of Beeline Broking Limited for which voice recording is active. Further the request shall be processed only after confirming OTP on registered mobile Number.



## Beeline Broking Ltd.

CIN No. : U51900GJ2014PLC080598

1 To 3, Vishwa Complex, First Floor, Opp. Jain Derasar, Navrangpura, Ahmedabad-380009.  
Phone : 079-66664040 E : connect@beelinebroking.com W : www.beelinebroking.com

### Debit Transactions in Dormant Demat Accounts

Debit transactions shall be permitted in dormant demat accounts only on completion of the following procedure:

1. The physical DIS received for transaction in a dormant account shall in addition to the normal verification process also be verified by another employee (Additional check).
2. Independent confirmation shall be obtained from the client before processing of the DIS.
3. The Employee verifying such transaction with the Client shall record the details of the process, date, time etc. of verification on the Instruction Slip under his Signature.

### REACTIVATING DORMANT ACCOUNT

To re-activate clients marked as dormant account, Client verification process is done by verifying OTP on registered Mobile number.

Once, verified a confirmation call is given to client's registered mobile or telephone number regarding re-activating client's account. Accordingly, clients account is again activated.



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