



ALFALAH
SECURITIES (PVT) LTD.

ACCOUNT OPENING FORM

ACCOUNT TITLE : _____

ACCOUNT NO. : _____

CDC ACCOUNT NO. : _____

ALFALAH SECURITIES (PRIVATE) LIMITED
CORPORATE MEMBER KARACHI STOCK EXCHANGE
BROKER REGISTRATION NO. 174

HEAD OFFICE: 12TH FLOOR, TOWER A, SAIMA TRADE TOWERS, I. I. CHUNDRIGAR ROAD, KARACHI-74200, PAKISTAN.

TEL : (9221) 99217810 - 19 FAX : (9221) 99217827, 99217835

BRANCH OFFICE : ROOM NO. 302, 3RD FLOOR, SIDDIQ TRADE CENTRE, 72 MAIN BOULEVARD, GULBERG LAHORE, PAKISTAN.

TEL: (9242) 35781617 - 18 FAX: (9242) 35787505

BRANCH OFFICE : 30, KHAYABAN-E-IQBAL (MARGALLAH ROAD), F-8/3, ISLAMABAD, PAKISTAN.

TEL : (9251) 2287003 - 12 FAX : (9251) 2852597



NOTE 1 : EACH AND EVERY COLUMN MUST BE FILLED IN
NOTE 2 : EACH PAGE OF THIS FORM WILL BE DULY SIGNED BY THE ACCOUNT HOLDER(S) AND THE BROKER

NATURE OF ACCOUNT :

ACCOUNT :

SINGLE : JOINT : CLIENT ID / ACCOUNT NO. _____
 COMPANY : FIRM : CDC SUB-ACCOUNT NO. _____
 OTHERS :

ACCOUNT HOLDER

ACCOUNT HOLDER

ACCOUNT TITLE/NAME : _____

 ADDRESS : _____

 PHONE : _____
 E-MAIL : _____
 FAX : _____
 PERMANENT / REGISTERED ADDRESS : _____

ACCOUNT TITLE/NAME : _____

 ADDRESS : _____

 PHONE : _____
 E-MAIL : _____
 FAX : _____
 PERMANENT / REGISTERED ADDRESS : _____

FOR INDIVIDUALS ONLY :

FOR INDIVIDUALS ONLY :

DATE OF BIRTH : _____
 NATIONALITY : _____
 STATUS:RESIDENT: _____ NON RESIDENT: _____
 GENDER : MALE : _____ FEMALE : _____
 FATHER'S / HUSBAND'S NAME : _____

 NATIONAL IDENTITY CARD NO. (IN CASE OF NON
 RESIDENT PASSPORT NO.) : _____
 OCCUPATION : _____

DATE OF BIRTH : _____
 NATIONALITY : _____
 STATUS:RESIDENT: _____ NON RESIDENT: _____
 GENDER : MALE : _____ FEMALE : _____
 FATHER'S / HUSBAND'S NAME : _____

 NATIONAL IDENTITY CARD NO. (IN CASE OF NON
 RESIDENT PASSPORT NO.) : _____
 OCCUPATION : _____



FOR COMPANIES OR FIRMS ONLY :

COMPANY REGISTRATION NO. _____ STATUS: RESIDENT: _____ NON RESIDENT: _____

WHETHER ONLINE TRADING DESIRED: (tick whichever is applicable)

YES NO

DECLARATION OF SOLVENCY :

The Account Holder hereby declares that :

- a) It/he/she/they has/have not applied to be adjudicated as insolvent(s) and that it/he/she/they has/have not suspended payment and that it/he/she/they have/has not compounded with its/his/her/their creditors;
- b) It/he/she/they is/are not un-discharged insolvent(s); and
- c) It/he/she/they has/have not been declared defaulter(s) in repayment of loan(s) of bank(s)/financial institution(s).

NAME(S) OF AUTHORISED PERSON(S) TO OPERATE THE ACCOUNT
(not applicable for online trading)

The account shall be operated by the following :

<u>Name</u>	<u>Specimen Signature</u>	<u>Singly / Jointly</u>
a) _____	_____	_____
b) _____	_____	_____
c) _____	_____	_____
d) _____	_____	_____

The authority of the person(s) authorized to operate the Account will be clearly spelt out in the letter of authorization from the Account Holder(s).

MARGIN DEPOSIT :

The Account Holder(s) hereby undertakes to deposit and maintain _____% margin against his/her/its/their outstanding trades/exposure for the purpose of trading in his/her/its/their account. The Broker shall notify the Account Holder(s) about any change in the above margin requirements for the already executed trades and/or for future trades at least 3 (three) days prior to the implementation of the revised margin requirements.

INSTRUCTIONS (Tick the appropriate box- please see Clause 4 of the Special Terms and Conditions)

VERBAL : OPTION FOR WRITTEN INSTRUCTION : _____

BY E-MAIL ONLY : E-MAIL ADDRESS : _____

CLIENT BANK DETAILS (OPTIONAL) :

NAME OF THE BANK _____

SAVING / CURRENT A/C NO. _____

BRANCH ADDRESS _____

(2) Sign. of A/c Holder : _____ Sign. of Joint A/c Holder : _____ Sign. of Broker : _____



ACCOUNT(S) WITH OTHER BROKER(S) (OPTIONAL)

NAME OF THE BROKER(S)	MEMBER'S EXCHANGE	CLIENT - ID / ACCOUNT NO.

MODE OF TRANSMISSION OF INSTRUCTIONS AND COMMUNICATIONS:

(Tick the appropriate box -

Please see Clause 16 of the Special Terms and Conditions)

Office Address via mail	Residential Address via mail	Fax No.	E-mail Address	By hand to:

NOMINATION (for Single/Individual Account) :

(In the event of death of the Account Holder, the nominee shall be entitled to receive Securities / cash available in the account of the Account Holder after set-off against losses/liabilities in the account. Nominee / Successor can only be the blood relative of Principal Account Holder. In case of a Joint Account, the survivor shall be entitled to receive Securities/cash available in the Account of the Account Holder(s) after set off/adjustments against losses/liabilities in the Account).

NAME OF NOMINEE : _____ RELATIONSHIP WITH A/C HOLDER : _____

NIC NUMBER : _____ DATE OF BIRTH : _____

POSTAL ADDRESS : _____

PHONE : _____ E-MAIL : _____



I SPECIAL TERMS AND CONDITIONS

The terms and conditions set herein below shall be equally binding on the Broker (Alfalah Securities (Private) Limited) and the Account Holder(s).

1. All transactions of Securities between the parties shall be subject to the Articles, Rules and Regulations of the Karachi Stock Exchange (Guarantee) Limited ("the Exchange"), revised policies, Board Directions and new regulations to be framed in pursuance of Section 34 of the Securities & Exchange Ordinance, 1969. Moreover, all applicable provisions of the Securities & Exchange Ordinance, 1969 read with the Securities & Exchange Commission of Pakistan Act 1997, Brokers and Agents Registration Rules, 2001, Securities and Exchange Rules 1971, Securities (Leveraged Markets and Pledging) Rules, 2011 and all directions/directives passed from time to time to regulate the trades between the parties and to regulate Brokers' conduct and the Central Depositories Act, 1997, Rules framed there under and the National Clearing and Settlement System Regulations and any other law for the time being in force shall apply. The Broker shall ensure provisions of copies of all the above Laws, Rules and Regulations at his office for access to the Account Holders during working hour.

The term "Securities" shall include all securities as defined under the Securities and Exchange Ordinance, 1969, including shares of listed public companies, Modaraba Certificates, Term Finance Certificates (TFCs), the Pakistan Investment Bonds, Prize Bonds, bearer and registered Bonds, including Federal Investment Bonds, Foreign Currency Bonds, Global Depository Receipts, etc., Certificates of Investments, Mutual Fund Certificates, Units issued by NIT and Assets Management Companies, Certificates issued by Closed-end Funds, Treasury Bills and all other kinds of securities and instruments, both debt based as well as equity based, issued by companies, corporations, autonomous and semi autonomous bodies, Federal, Provincial and Local Governments and statutory bodies, which are traded on or purchased or sold at the Stock Exchange (the Exchange) and in particular, the Book Entry Securities, as defined under the Central Depositories Act, 1997.

- 1(a) In case any dispute in connection with the trade or transaction between the Broker and the Account Holder is not settled amicably, either party may refer the same to arbitration in accordance with the provisions of General Regulations of the Exchange, which shall be binding on both the parties. The Account Holder hereby agrees that he would have no objection if his name and other relevant particulars are placed on Exchange's database accessible by members of the Exchange if he fails or refuses to abide by or carryout any arbitration award passed against him in his dispute with the Broker.
- 2(i) The amount deposited as security margin by the Account Holder(s) with the Broker shall only be used for the purposes of dealing in securities, such as trading and/or settlement of deliveries of securities on behalf of the Account Holder(s). The Broker shall not use such amounts for his own use.
- 2(ii) The credit amount of the Account Holder(s) shall be kept by the Broker in a separate bank account titled "Account Holder/ Client Account" and shall not be used by the Broker for his own business.
3. The Broker shall be authorized to act on the verbal instructions of the Account Holder(s). The Broker shall provide a written confirmation of the executed transactions as required under rule 4(4) of the Securities & Exchange Rules, 1971, and 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/them, subject to clause 5 below.

Or

The Account Holder(s) shall give written instructions for the sale of securities to the Broker. The Account Holder(s) shall not give any verbal/oral instructions. The Broker shall provide a written confirmation of the executed transactions as required under Rule 4(4) of the Securities & Exchange Rules, 1971, and 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/them, subject to Clause 5 below.



4. The Broker shall provide the confirmation of the executed transactions to the Account Holder(s) at the above stated address by means of acceptable mode of communication or by hand subject to acknowledgment receipt as noted in Clause 16.
5. In case there are any error(s) in the daily confirmation statement, the Account Holder(s) shall report the same to the Broker within one-business day of the receipt of confirmation. In case the Account Holder(s) do not respond within one business day of the receipt of the said daily confirmation statement, the confirmation statement shall be deemed conclusively accepted by the Account Holder(s).
6. In the event that the Account Holder(s) fail(s) to deposit additional cash or securities as margin within one business day of the margin call (in writing), the Broker shall have absolute, discretion to and, without further notice to Account Holder(s), liquidate the Account Holder(s) outstanding positions, including the securities purchased and carried in such account, so that the margin is maintained at the required level.
- 7(i) The Broker shall be responsible to ensure delivery of CDC eligible securities in the CDC account of the Account Holder(s), subject to full payment by the Account Holder(s). In case of companies which are not on the CDS', the Broker shall ensure delivery of physical Securities along with verified transfer deeds against payments, to the Account Holder(s). Further, the Broker shall be responsible for the payment of any credit cash balance available in-the account of the Account Holder(s) preferably in form of A/c Payee cross cheque only within 1 business day of the request of the Account Holder(s) (subject to the maintenance of the margin requirements).
- 7(ii) In the event of non-receipt of payment from the Account Holder(s) on settlement day against securities bought on account of the Account Holder(s), the Broker may transfer such securities to his Collateral Account under intimation to the Exchange, after complying with the requirements as mentioned in the General Regulations of the Exchange.
- 8(i) The Broker shall encourage the Account Holder(s) to make payments to the Broker by "A/c Payee Only" cross cheque, (in case of amounts in excess of Rs:50,000/-) and "A/c Payee Only" cheque or cash (for amounts below Rs:50,000/-). The Broker shall responsible to provide the receipt to the Account Holder(s) in the name of the Account Holder(s) duly signed by authorized agents/employee of the Broker and the Account Holder(s) shall be responsible to obtain the receipt thereof. In case of cash dealings, proper receipt will be taken and given to the Account Holder(s), specifically mentioning if payment is for margin or the purchase of securities. The Broker shall immediately deposit in its bank account all cash received in whole, i.e. no payment shall be made from cash received from the Account Holder(s).
- 8(ii) The Broker shall make all payments of Rs:25,000/- and above, through crossed cheques/bank drafts/pay orders or any other crossed banking instruments showing payment of amount from the Brokers' business accounts. Copies of these payment instruments, including cheques, pay orders, bank drafts and Online instructions for payments shall be kept for record for a minimum period of five years.
9. The Account Holder(s) shall have a right to obtain a copy of his/ her/their ledger statement under official seal and signature of the Broker or his authorized representative on periodic basis. In case of any discrepancy in the ledger statement, the Account Holder(s) shall inform the Broker within 1 (one) day of receipt of the ledger statement to remove such discrepancy.



10. The Account Holder(s) shall operate the account and execute transaction himself/herself/themselves, unless the Account Holder(s) authorize(s) its Authorised Person(s) with attested copies of National Identity Card(s) and specimen signature(s) to undertake transactions in the account. All transactions executed by the Authorized Person shall be binding upon the Account Holder(s). The Account Holder(s) shall promptly notify in writing of any change in list of its Authorised Person(s).
Provided for online trading, the Account Holder(s) shall operate the Account and execute the transaction himself/herself/themselves and not through any authorized person; it being agreed and understood that the Broker will not recognize any authorized person for the purpose of online trading.

11. **(For Joint Account Holder(s) only):**

We, the Account Holders shall operate the account jointly or severally and the instructions issued either jointly or severally shall be binding on us as well as upon the broker in respect of the joint titled account,

Or

Our titled account shall be operated only by _____ who shall be deemed as the authorized person for operating the joint account or issuing any instructions relating thereto (not applicable for online trading).

12. The Broker shall be responsible to append a list of his authorized agents/traders and designated employees, who can deal with the Account Holder(s), with this account opening form and a copy of both the opening form and the list will be provided to the Account Holder(s). Any change therein shall be intimated in writing to the Account Holder(s) with immediate effect.

13. The Broker shall debit the account of the Account Holder(s) for the commission charges or any other charges in connection with the brokerage services rendered, which shall be clearly detailed in the ledger statement/daily confirmations.

14. The Broker shall not disclose the information of the transactions of the Account Holder(s) to any third party and shall maintain the confidentiality of this information. However, in case any appropriate Court, Tribunal, Exchange, the Commission, the State Bank, the Investigating Agencies (such as NAB, FIA, ANF, etc.) or the Federal or Provincial or Local Government(s) as the case may be, in exercise of its/their powers under the law require(s) any such information, the Broker shall be obliged to disclose the same for which the Account Holder(s) shall not raise any objection whatsoever. Additionally, in case of hacking of internet lines or wrongful extraction of information online by unscrupulous persons, the Broker shall not be held liable for any manner whatsoever.

15. In case of merger of the Broker's corporate membership with another entity, the agreement and conditions laid down herein above shall remain effective, unless otherwise mutually agreed by the parties.

16. Acceptable mode of communication between the Account Holder(s) and the Broker shall be through letter (courier/registered post/fax/E-mail) or by hand subject to receipt/ acknowledgment, as per the medium chosen by the Account Holder(s) on page 3 of this Account Opening Form. Provided however, for online trading, the acceptable mode of communication shall only be e-mail. The onus of proving that the e-mail has been received by the recipient shall be on



the sender sending the e-mail. The Broker may, however, at its discretion, insist upon a particular mode of receiving instructions from the Account Holder(s) in one of the above mentioned modes of communication and shall be further at a liberty to record, tape or in any other manner store such instructions. Any voice recording made by the Broker shall constitute evidence of the communication so recorded for such instructions. Confirmation of orders to clients through fax or e-mail will have a time record.

- 16(i) All orders received telephonically and placed on KATS shall be supported by recording on dedicated telephonic lines, preferably connected with computerized taping system, so that the orders could possibly be sorted on UIN basis and made user friendly.
17. In case of change of address or contact numbers of either party, the concerned party shall immediately notify the other party of the changes in writing. The Account Holder(s) further undertake(s) to promptly notify the Broker in writing of any change in the List of Authorized Person(s) (not applicable for online trading), as set out in this Account Opening Form. No change thereto shall be effective and the Broker shall be entitled to rely on the information pertaining to the Authorized Person(s) and the particulars, as recorded with the Broker without incurring any liability for doing so, until such time that the Broker is so notified in writing along with the credentials and specimen signature(s) of the replaced Authorized Person(s).
18. Margin Financing, Margin Trading, Securities Lending and Borrowing and Pledging of Securities on behalf of the Account Holder shall be governed by the Securities (Leveraged Markets and Pledging) Rules, 2011 and any amendments thereto from time to time.
19. I/We, the Account Holder(s) understand(s) that the shares trading business carries risk and subject to the due diligence on part of the Broker, I/we may incur losses for which I/we, the Account Holder(s) shall not hold the Broker responsible.
20. I/We hereby agree that all the telephonic conversations between the Broker and me/us can be recorded for record and reference purpose.
21. I/We, the Account Holder(s) acknowledge receipt of this account opening form (signed here by me/us in duplicate) along with the copies of all the annexures and I/we, the Account Holder(s) also undertake that I/we have understood all the above terms and conditions of this agreement which are acceptable to me/us.
22. I/We, the Account Holder(s) further confirm that all information given in this application is true and complete and hereby authorize the Broker to verify any information mentioned above.
23. The Account can be closed by either party upon given the other party 15 (fifteen) days prior written notice to the other. Upon service of such notice, no further transactions of Securities will be executed by the Broker on Account of the Account Holder(s), except that all pending orders shall be executed and all settlement shall be made on the effective date of such termination. This is without prejudice to the right of the Broker to close the Account and to square off the Account Holder(s)' position and recover all outstandings, dues, losses, etc. without any prior notice in event of non-payment or breach of any of the terms and conditions of this Agreement by the Account Holder(s). The Account Holder(s) shall continue to be liable for any shortfall.

SIGNATURE OF ACCOUNT HOLDER:

Name: _____ Signature _____ Date: _____

(In case of Joint Account)

Name: _____ Signature _____ Date: _____

Witness 1: Name: _____ NIC #: _____

Witness 2 : Name: _____ NIC #: _____

For and on behalf of ALFALAH SECURITIES (PRIVATE) LIMITED :

Name: _____ Desig. _____ Sig. _____ Date: _____

Opened by: _____ Checked by: _____ Date: _____

ENCLOSURES (FOR INDIVIDUALS):

1. Attested copies of Computerized National identity Card of the applicant.
2. Attested copies of Computerized National Identity Cards of the Joint Holders and or Nominee(s) (if applicable)
3. Attested copies of passports of the applicant, Joint Holders and or Nominee(s) (in case of non-residents)
4. Copy of the letter of authorization from the Account Holder(s) of the person authorized to trade in the Account (if other than the account holder).
5. A list of Transaction fee, Commission to be charged by the Broker and other CDC charges to be levied

FOR COMPANIES:

1. Certified true copy of Board Resolution (specimen provided as per Annexure "A")
2. Certified true copies of Memorandum and Articles of Association and Certificate of Incorporation.
3. List of Authorized Directors/Officers, who would operate the Account with attested copies of their CNICs.
4. List of nominated persons allowed to place orders
5. Specimen Signature Cards

(8) Sign. of A/c Holder : _____ Sign. of Joint A/c Holder : _____ Sign. of Broker : _____



SPECIMEN OF BOARD OF DIRECTORS' RESOLUTION:

Board Resolution

"Resolved that an application be made on behalf of _____ (name of entity) to _____ ("Broker") for opening an Account and for the afore-said purpose the Account Opening and for the aforesaid purpose, the Account Opening Form, including Terms and Conditions as set out herein be executed on behalf of _____(name of entity).

FURTHER RESOLVED that Mr./Ms. _____ and Mr./Ms. _____ be and are hereby authorized and empowered, either singly/jointly for and on behalf of _____ (name of entity) to sign and execute and deliver this Account Opening Form and Terms & Conditions and other documents in connection therewith, and to do any other act, deed or thing for and on behalf of _____ (name of entity) in respect of company's application for opening an Account.

FURTHER RESOLVED that Mr./Ms. _____ and Mr./Ms, _____ be and are hereby authorized and empowered, either singly/jointly to represent to the broker on all matters pertaining to the maintenance and operation of the Account, to deal, liaise and correspond with broker and give instructions to fulfill all the responsibilities and obligations to broker under the Law, Rules and Regulations and the Terms and Conditions in relation to the Account from time to time, and to deal with other incidental and ancillary acts, things and deeds",

Signatures of the Directors

1. _____

2. _____

3. _____

4. _____

Date of Resolution: _____