**CHECKLIST OF REQUIREMENTS FOR REGISTRATION OF**

**EXISTING SEBI REGISTERED MEMBERS-LLPs**

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| **Sr.** | **Documents** | **Tick the box** |
| **I** | **Exchange/CC Application Form** |  |
|  | Each page of the form/ annexures attached thereto to be duly stamped and signed by the designated partners /authorised signatories. |  |
|  | If any information is not applicable, "Not applicable/N/A" to be mentioned. |  |
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| **II** | **Networth Certificate certified by Practicing Chartered Accountant (PCA)** |  |
|  | To be given as per the format prescribed by the Exchange/CC  - As per L.C. Gupta networth computation  -If the applicant is regulated by sectoral regulator other than SEBI, the networth may be computed in the manner as specified by such sectoral regulator. |  |
|  | The figures reported in Computation of net worth should tally with the relevant figures as reported in the Balance Sheet. |  |
|  | The certification of the PCA should not be older than 6 months from the date of submission of application. |  |
|  | To be on the letterhead of certifying PCA. |  |
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| **III** | **Sharing Pattern and details of partners certified by Practicing Chartered Accountant/Company Secretary** |  |
|  | To be given as per the format prescribed by the Exchange/CC, stamped and signed by the authorized signatories and duly certified by PCA/PCS. |  |
|  | The certification of the PCA/PCS should not be older than 6 months from the date of submission of application. |  |
|  | To be on the letterhead of the applicant. |  |

| **Supporting to be annexed** | | |
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| **S.no** | **Documents** |  |
| **1.** | **Group structure and Promoter/Non-promoter details** |  |
|  | Kindly provide the latest group corporate structure of the applicant *(including the principal activities and the country of incorporation of each of these companies/LLPs)* |  |
|  | Identify the Promoter/Non-promoter group of the corporate partner, if any as per the Exchange circular ref. no. NSE/COMP/49213 dated August 06, 2021. |  |
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| **2.** | **Letter of Declaration of Authorised Signatories (template attached herewith for reference)** |  |
|  | To authorise the applicant entity to apply to NSEIL for trading membership and NSE Clearing Limited for clearing membership of segments, as applicable. |  |
|  | To mention the names and designation of authorized signatory(ies) and whether jointly/severally, etc. |  |
|  | The specimen sign of authorized signatory (ies) to be provided. |  |
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| **3.** | **Registered Limited Liability Partnership Agreement and / or incorporation document of LLP and Certificate of registration** |  |
|  | Provide certified true copy of LLP agreement signed and stamped by the authorized signatories. |  |
|  | LLP agreement shall contain clause for permitting the entity to deal in securities business. |  |
|  | Provide certified copy of Registration certificate/Incorporation certificate under Limited Liability Partnership Act, 2008. |  |
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| **4.** | **Annual Accounts** |  |
|  | CA certified Balance Sheet and Profit & Loss Account alongwith the schedules annexed thereto to be given as on the date of Networth Certificate. |  |
|  | To be certified by a practicing CA |  |
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| **5.** | **Certification of Membership Module Examination** |  |
|  | Any one Designated Partner or Compliance Officer to clear the module(s) as given below: -Securities Market (Basic) Module or  -Compliance Officer's (Brokers) Module or  -Relevant segment(s) modules as applied for, i.e., Capital Market (Dealers) Module/Derivatives Market (Dealers) Module/NISM - Series-I : CD Examination/ Derivatives Certification Examination/ relevant commodity module.   * **Compliance Officer**   NISM-Series-III A: Securities Intermediaries Compliance (Non-Fund) Certification Examination |  |
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| **6.** | **NCFM/BSE/NISM certification of atleast 2 Dealers** (applicable only if applying for Trading Membership**)** |  |
|  | Atleast 2 dealers of the applicant to possess valid NCFM/BSE/NISM certification, i.e., **Capital Market segment** (required for enablement in Capital Market segment) - Capital Market (Dealers) Module/ NISM Series VII – Securities Operations and Risk Management Certification  **Futures & Options segment** - NISM Series- VIII: Equity Derivatives Certification Examination /NISM Continuing Professional Education for Equity Derivatives/NISM Series XIII: Common Derivatives Certification Examination ("Series-XIII: CDCE")  **Currency Derivatives segment** - NISM Series-I: Currency Derivatives Certification Examination/ NISM Continuing Professional Education for Currency Derivatives/NISM Series XIII: Common Derivatives Certification Examination ("Series-XIII: CDCE")  **Debt segment**– FIMMDA Certification  **Only Interest Rate Futures - registration (if applicable)** / **enablement**– NISM Series-IV: IRD certification/ NISM Series XIII: Common Derivatives Certification Examination ("Series-XIII: CDCE")  **Commodity Derivatives Segment** - Relevant module |  |
|  | To provide certified copies of the certificates (stamped and cross-attested) by authorised signatories. |  |
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| **7.** | **Clearing Member confirmation** (applicable only if applying for Trading Membership in Capital Market/ F&O segment/ CDS /Debt/ Commodity Derivatives segment as per the case) |  |
|  | To be provided in original / an attested photocopy signed by authorised signatories |  |
|  | Name of the Trading member and Segment to be clearly mentioned |  |
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| **8.** | **PAN Card copies and SEBI Registration details** |  |
|  | To provide certified copy of the PAN card of the applicant entity. |  |
|  | To provide certified copy of the PAN card of the Partners. |  |
|  | To provide certified copy of the PAN card of Compliance Officer. |  |
|  | To provide certified copies of (stamped and cross-attested) PAN cards for each of the PANs disclosed in Association details (point no. 1 of IV) of Exchange/CC Application form |  |
|  | To provide latest status report/conduct certificate issued by the concerned stock exchange |  |
|  | To provide attested copy of the SEBI Registration Certificate issued by the concerned stock exchange/SEBI. |  |
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| **9.** | **Biodata of all partners** |  |
|  | To be self attested |  |
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| **10.** | **Proof of Age & Education of the Designated Partners** |  |
|  | To provide cross-attested age proof (PAN cards) and educational qualification proof for all the designated Partners (for qualification mentioned in application form) |  |
|  | Proof of change in name / affidavits to be provided in case of change of name of the Partners. |  |
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| **11.** | **Proof of Experience of the Designated Partners** |  |
|  | To be on the letterhead of the entity certifying the experience and should be dated |  |
|  | The certifying entity should be a SEBI Registered Intermediary or any other entity regulated by any authority in India/abroad |  |
|  | The registration number of the certifying entity, name and designation of the person signing the experience certificate should be mentioned in the experience letter. |  |
|  | The designated partners should possess atleast 2 years of experience in:   1. dealing in securities business or 2. as an investment consultant or 3. as a portfolio manager or 4. any other Securities Market related activities handled to be clearly mentioned along with Capacity /Role, Period (dates). |  |
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| **12.** | **Bank Draft / Cheque/ RTGS for Processing fees and Admission fees** (applicable only if applying for Trading Membership**)** |  |
|  | Processing fees: Rs. 10,000 (plus applicable tax). |  |
|  | Admission fees: One time   * For all segments (except “Only Debt”): Rs. 5,00,000/- plus applicable  tax * For “Only Debt” segment : Rs. 1,00,000/- plus applicable  tax * Not applicable for Alpha Category |  |
|  | Bank draft/ Cheque in favour of NSEIL payable at Mumbai, may be provided |  |
|  | In case of payment to be made vide RTGS, following are the Bank Account details for NSEIL:   * Beneficiary Name - NATIONAL STOCK EXCHANGE OF INDIA LIMITED * Name of the Bank - HDFC BANK LIMITED * Name of the Branch - FORT, MUMBAI * Nature of Account -CURRENT * Account number - 00990610000064 * IFSC Code of the Bank/Branch - HDFC0000060 |  |
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| **13.** | **Copy of GST Form/Certificate to be provided** |  |
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| **14.** | **NOC / Status report from the Stock Exchange(s)/Clearing Corporation(s) where the applicant is a member(s).** |  |
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| **15.** | As per Schedule V of Securities and Exchange Board of India (Stock Brokers) Regulations, 1992, the clearing members of Equity Derivatives, Currency Derivatives, Interest Rate Derivatives, Debt and Commodity Derivatives Segment of the NSE Clearing Limited are required to pay SEBI Annual Clearing Membership fees of Rs. 50,000, for each of the segments in which they are registered as Clearing/Self-Clearing Members.  Further, as per SEBI Circular no. SEBI/HO/GSD/TAD/CIR/P/2022/0097 dated July 18, 2022 fees and other charges payable to SEBI shall be subject to GST at the rate of 18% with effect from July 18, 2022 |  |

Expansion of abbreviations used:

* F&O- Futures & Options
* CDS- Currency Derivatives Segment