**CHECKLIST OF REQUIREMENTS FOR REGISTRATION OF EXISTING SEBI REGISTERED MEMBERS-INDIVIDUALS**

|  |  |  |
| --- | --- | --- |
| **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 proprietor. |  |
|  | If any information is not applicable, "Not applicable/N/A" to be mentioned. |  |
|  |  |  |
| **II** | **Certificate of Chartered Accountant** |  |
|  | To be given as per the format prescribed by the Exchange/CC, stamped and signed by the Chartered Accountant. |  |
|  | The certification of the CA should not be older than 6 months from the date of submission of application. |  |
|  | To be on the letterhead of certifying CA |  |
|  | To be given as per the format prescribed by the Exchange/CC  -As per L.C. Gupta networth computation |  |
|  | The figures reported in Computation of net worth should tally with the relevant figures as reported in the Balance Sheet. |  |
|  | If the applicant has applied for debt segment and also regulated by sectoral regulator other than SEBI, the networth shall be computed in the manner as specified by such sectoral regulator. |  |

| **Supporting to be annexed** | | |
| --- | --- | --- |
| **Sr.** | **Documents** |  |
| **1.** | **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 |  |
|  |  |  |
| **2.** | **Certification of Membership Module Examination** |  |
|  | Proprietor 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 |  |
|  |  |  |
| **3.** | **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. |  |
|  |  |  |
| **4.** | **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 |  |
|  |  |  |
| **5.** | **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 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/CC |  |
|  | To provide attested copy of the SEBI Registration Certificate issued by the concerned stock exchange/CC/SEBI. |  |
|  |  |  |
| **6.** | **Biodata of Proprietor** |  |
|  | To be duly stamped and signed by the proprietor. |  |
|  |  |  |
| **7.** | **Proof of Age & Education of the Proprietor** |  |
|  | To provide age proof (PAN cards) and educational qualification proof for the Proprietor, duly attested by CA |  |
|  | Proof of change in name / affidavits to be provided in case of change of name of the Proprietor |  |
|  |  |  |
| **8.** | **Proof of Experience of the Proprietor** |  |
|  | 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 of the certifying entity should be mentioned in the experience letter. |  |
|  | The Proprietor 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). |  |
|  |  |  |
| **9.** | **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 |  |
|  |  |  |
| **10.** | **Copy of GST Form/Certificate to be provided** |  |
|  |  |  |
| **11.** | 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