

### **Policy of treating Dormant/Inactive account**

Time frame for treating a account as Dormant/Inactive is one year.

If the client does not do a transaction for a period/gap of 1 year, his/her account will be treated as a dormant/inactive account.

However, after one year if the client is willing to re-activate the account he will provide a letter to the member for activating his dormant account. In case there is any change with respect to the proofs / documents given earlier, copies of all latest supporting documents i.e. proof of residential address, proof of bank account, proof of demat account (LKP DP account to be ignored) shall be provided by the client. The client will also provide his telephone details and email ids, if any. The letter to be obtained from the client is enclosed herewith.

For Derivatives account, client in addition to the above will have to provide the proof of income of last financial year as on the date of request for activating the dormant account.