

Policy Regarding Inactive (Dormant) Accounts

Inactive (Dormant) Accounts

- Client accounts where the client had not traded for 6 months and does not have any outstanding position in F&O would be treated as inactive (dormant) accounts.
- To ensure complete security of client accounts and assets a list of inactive clients shall be prepared from the back office software on the last day of every month and shall be submitted to the concerned department.
- The concerned department shall mark the client status as inactive or dormant in front/ back office software of CTCL and back office software.

With effect from 1st April 2011 the trading activity of the client accounts shall be tracked where no trading is observed for a period of 6 months shall be categorized as inactive (dormant) and put under that category.

Reactivation of client accounts

- Inactive (dormant) accounts will be activated on the request of head office on the completion of the following documents and the letter from the respective client. The duly signed documents should be forwarded to the KYC department for reactivation and KYC team will request to admin team for the reactivation in front end and back end software.

Documents required for account reactivation

1. Account reactivation form
2. Pan card
3. Financial proof

Funds/stock Transfer Request for Inactive (Dormant) Accounts

A client can opt for withdrawal of its fund securities from its account. If the clients are not connectable the same stock will transfer to the demat account register with us. For the same the client would be required to place a request to HO. For any queries the client can also get in touch through e-mail at info@ravechisecurities.com or through phone at 022-25438987, 022-25410048.

The above stated policy may vary depending on various rules regulation and bye laws as may be prescribed by SEBI, Exchange or any other authority or as per internal policy of Ravechi securities from time to time. This policy for dormant/inactive accounts is over and above the transaction monitoring in dormant account as per anti money laundering policy of firm.