

Policy on Inactive Account/Dormant Account

FOUR DIMENSIONS SECURITIES (INDIA) LIMITED

Periodicity of Review: As and when changes occurs / Yearly	Last reviewed on: 12.11.2022
Office responsible for implementation: Compliance Officer	

Policy on Inactive Account/Dormant Account

01. Objective:

This Policy defines the treatment of Dormant/Inactive accounts of the clients maintained with the Company. The objective of the policy is to appropriately deal with the Inactive/dormant clients, where clients have not traded for more than 12 (twelve) months.

The policy is also applicable for accounts which have been marked inactive on account of Rules, Bye laws, circulars and guidelines issued by SEBI, Exchanges and Internal Risk Management Policies.

02. Definitions:

In case of trading account the term dormant/Inactive account refers to such account wherein no transactions have been carried out since last 12 (Twelve) months.

03. Transaction in Inactive / Dormant Trading Accounts:

The Dormant accounts identified based on the above criteria shall be flagged as such in company's record which shall be reviewed at beginning of each calendar quarter. Company reserves the right to freeze/deactivate such account and refuse to permit to carry out any fresh transactions in such account.

The clients account would be reactivated only after undertaking proper due diligence process and fulfillment of such conditions as may be deemed fit, in the cases where the account is frozen / deactivated.

The client's request through letter (draft given in ANNEXURE I) / registered email ID / recorded telephone lines may be impressed upon to reactivate the account or carry out any fresh transactions in an Inactive / Dormant account.

04. Monitoring of Transactions:

1. Any debit transactions in dormant accounts or any transactions in dormant trading account should be reviewed and properly scrutinized ;
2. Trading activity in the dormant accounts, if any shall be reported as an Alert;
3. To be reviewed by a senior Authorised Company Official.

05. Closing of Accounts:

The company on its own does not have a policy regarding closure of any trading account and thus any trading account once opened in the company records will not be closed unless a client has made a special request for closure of his account. On the receipt of such application the account of the client will be closed and the balance made Nil and no trade / any other transaction will be carried out anytime in future. If the client intends to trade then he will be required to open a new account after complying with all the Client Registration & KRA formalities.

06. Approval Authority:

This policy shall be approved by the Board of Directors

07. Review Policy:

This policy may be reviewed as and when there are any changes introduced by any statutory authority or as and when it is found necessary to change the policy due to business needs.

Annexure I

Inactive / Dormant Trading Account Activation - Request

Date: _____

To, The Compliance Officer
Four Dimensions Securities (India) Ltd.
209-210, Arcadia Building, 2nd Floor,
195, Nariman Point,
Mumbai 400 021.

Dear Sir,

Re: Request for Activation of Dormant Trading Account No. _____

I/We, Mr. /Ms. / Mrs. _____ maintain the above Trading Account with you. The said Trading Account has not been operated by me / us for a long time. I / We understand that due to security reasons, the company has classified the said account as "Inactive / Dormant". I/We request you to re-classify the account as "active". I/We agree to fulfill your all compliances related to reactivation of Trading Account.

Yours truly,

Signature of Client :

Client Code :

FOR OFFICE USE ONLY

Signatures Verified by :

Account Activated by :

_____ Signature of senior official