

General Instructions for filling up the Demat Account Opening Form - CDSL

1. Please fill all details in BLOCK LETTERS.
2. Please make available the original documents at the time of account opening for verification.
3. Please ensure that the signature is affixed at all the places specified in the form.
4. Please affix (not staple) a passport size photograph (s) on the space provided. Photocopy of the photograph shall not be accepted.
5. Please issue cheque in favour of SPA Securities Limited payable at New Delhi / Mumbai. In no case, at the time of account opening or during day-to-day transactions, payment should be made in favour of our employee, authorized person, sub-broker, franchisee or branch.
6. Please specify the complete postal address with city, state and pincode as it appears on the documents to be submitted. Any change in address, telephone no., mobile no, e-mail ID, status, bank detail, DP detail, authorized person, financial status etc. should be immediately informed in writing alongwith relevant supporting evidence to us failing which SPA Securities Limited shall not be responsible for any non-communication or service. SPA Securities Limited reserves the right to discontinue providing broking services in case any of the details furnished by you is incorrect, untrue, incomplete or changed without intimation to us.
7. Please ensure that the form is completely filled up, attached with copies of the required documents and complete in all respects.
8. Signatures can be in English or Hindi or any of the other languages contained in the 8th Schedule of the Constitution of India. Thumb impressions and signatures other than the above mentioned languages must be attested by a Magistrate or a Notary Public or a Special Executive Magistrate / Special Executive Officer under his/her official seal.
9. Signatures should be preferably in black ink.
10. Details of the Names, Address, Telephone Number(s), etc., of the Magistrate / Notary Public / Special Executive Magistrate / Special Executive Officer are to be provided in case of attestation done by them.
11. In case of additional signatures (for accounts other than individuals), separate annexures should be attached to the account opening form.
12. In case of applications containing a Power of Attorney, the relevant Power of Attorney or the self-certified copy thereof, must be lodged along with the application.
13. All correspondence / queries shall be addressed to the first / sole applicant.
14. Strike off whichever option, in the account opening form, is not applicable.