



(ANNEXURE S-1)

Name of client ..... Date: .....

Client Code .....

Address of client .....

To,

**Saroj Securities**

309, Kan Chamber

14/113 Civil lines, Kanpur-208001

SEBI Regn No: INB/INF 231347627

Compliance Officer: Sanjay Agrawal, Ph: 0512 – 2338433, 2338334

Email: [sanjay\\_ashi@yahoo.co.in](mailto:sanjay_ashi@yahoo.co.in)

Dear Sirs,

**Sub: Request to Remove Name from Inactive List, Annual Authorisation of Running Account, Request for Quarterly Settlement and request for sending electronic contract notes statements and other communications.**

I/We..... requests you to remove my /our name from inactive list, because I/we wish to reactivate trading.

I/we hereby also request and authorize you to keep my running account with you. However, this Request and authorization is subject to revocation at any time, by informing you in writing.

Moreover, I /we request you to maintain a running account of funds and securities with you and settle my account, funds and securities, once in calendar quarter and accordingly send the statements.

Further I/we hereunder give my Email ID and request you to send electronic contract notes, statements and other communications on the same .Any change in this email id shall be communicated by me/us through a physical letter to you.

Email id: \_\_\_\_\_

I /we have updated the KYC requirements

Thanking you,  
Yours faithfully

(Signature of the client)

(Counter Sign - Saroj Securities)

**\* In case of Non –individual client, only authorized person has to sign with rubber stamp.**