



ARIF LATIF SECURITIES (PVT.) LIMITED

4th Floor Room No 414, 415, Stock Exchange Building,
19 Khyaban-e-Aiwan-e-Iqbal, Lahore)

ACCOUNT OPENING FORM

ACC NO#



Account Agreement

I/We apply to open an account in the name(s) of/ with Arif Latif Securities(Pvt.)Limited, as specified hereunder. I / We hereby register myself / ourselves with Arif Latif Securities(Pvt.)Limited (ALS) for equity brokerage services. My /Our particulars are given in the Application, In addition the documents submitted with this application Include:

1. Copies of CNIC/Passport
2. Banker's Certificate (Optional)

I / We also hereby request to authorized you as an Agent to maintain my / our Account in your books for all transactions of sale and purchase of investments and you are hereby authorized to debit my/our Account for the value of the investments purchased by me /us through you and credit the sale proceeds of the investments sold by me /us through you. You are further hereby authorized to debit my/ our Account for all your commission, brokerage and other charges/taxes that are normally applicable, including those otherwise fixed by the Pakistan Stock Exchange from time to time.

I / We also hereby accept your standard Terms and Conditions of Business which have been read and understood by me / us. I / We undertake to abide thereby and to fulfill and discharge my /our contractual and legal obligations reflected or envisaged therein whether expressly or by implication.

I / We further agree that you may in your sole discretion, amend, modify or replace your standard Terms and Conditions of Business giving seven days notice and such amended / modified or substituted Terms and Conditions of Business shall be binding upon me / us and stand incorporated as part of all the sale / purchase contracts, as the case may be.

I agree that you shall not be responsible for any error or adverse impact on my transactions or account, and/or any loss, damage, costs, charges and/or expenses suffered and/or incurred by me as result of any delay, failure, interruption or error whatsoever by any computer, electronics, telecommunications or similar systems or device (whether owned or operated by you or any third party).

I / We hereby declare that the particulars given by me / us are correct and that I/We hereby undertake to furnish such other particulars, documents and / or information which you may reasonably require from time to time. This application shall be governed by and construed in accordance with Pakistan law and in accordance with the Rules and Regulations of the Pakistan Stock Exchange Limited.

X _____
Customer Signatures

CNIC # _____

Dated: _____



ARIF LATIF SECURITIES (PVT.) LIMITED

Trec Holder: 232 Pakistan Stock Exchange LTD.

4th Floor Room No 414, 415, Stock Exchange Building, 19 Khyaban-e-Aiwan-e-Iqbal, Lahore)

CUSTOMER RELATIONSHIP FORM FOR INDIVIDUALS

(Please Also Fill KYC APPLICATION FORM for Main and Joint Applicants)

For official use of the Participant/TRE Certificate Holder only	
Application Form No.	
TRE Certificate No.	
Securities Broker Registration No.	
CDS Participant ID	
Sub-Account No.	
Trading Account No. (Back-office ID) (if applicable)	
Investor Account No.	

Nature of Account	Single		Joint	
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(Please use BLOCK LETTERS to fill the form)

I/We hereby apply for opening of my/our following account [please tick () only one relevant box] with [insert name of the Participant/TRE Certificate Holder]:

- Trading & Sub-Account [Opening of Account with Securities Broker for trading, custody and settlement]
- Investor Account with CDC
- Sub-Account with Participant
- Trading Account [Opening of Account with a Securities Broker for trading purpose only]

Note: In case applicant chooses option # 4 above, then he/she shall choose any of the following:

- Subscribe to Direct Settlement Services (DSS) with CDC
- Subscribe to National Custodial Services (NCS) with NCCPL
- Others (please specify e.g. CCM/ NBCM) _____

A. REGISTRATION (AND OTHER) DETAILS OF MAIN APPLICANT (The information should be same as provided in the KYC Application Form)	
1. Full name of Applicant (As per CNIC/ SNIC/ NICOP/ ARC/ POC/ Passport) MR. / MRS. / MS.	
UKN No.	
2. CNIC <input type="checkbox"/> SNIC <input type="checkbox"/> NICOP <input type="checkbox"/> ARC <input type="checkbox"/>	
POC <input type="checkbox"/> Passport <input type="checkbox"/> No:	
[Please tick () appropriate box]	
3. Details of Contact Person : [Note: Contact Person shall not be the person other than the Main Applicant, any one of the Joint Applicants or their Attorney. However, Attorney shall not be a Participant / TRE Certificate Holder or its Director or Representative. Where Contact Person is the Main Applicant or any of the Joint Applicants, please tick () the appropriate box (a) below and use the contact details of such Contact Person as provided in the KYC Application Form for CDS. Where Contact Person is an Attorney, please provide details in (a) to (i) below]	
(a) Contact Person: Main Applicant <input type="checkbox"/> Joint Applicant No. 1 <input type="checkbox"/> Joint Applicant No. 2 <input type="checkbox"/> Joint Applicant No. 3 <input type="checkbox"/> Attorney <input type="checkbox"/>	
(b) Attorney Name: MR. / MRS. / MS.	
(c) Mailing Address:	
(d) CNIC <input type="checkbox"/> SNIC <input type="checkbox"/> NICOP <input type="checkbox"/> ARC <input type="checkbox"/>	
POC <input type="checkbox"/> No.	
[Please tick () appropriate box]	
(e) Expiry date of CNIC//SNIC/NICOP/ARC/POC:	D D / M M / Y Y Y Y
(f) Passport details:	Passport Number: Place of Issue:
(For a foreigner)	Date of Issue: Date of Expiry:
(g) Contact No:	(h) Fax: (optional)
Land Line No.: (optional)	(i) Email: (*)
Local Mobile No. (*)	

*Where the Contact Person is resident, local mobile number shall be provided for the purpose of subscription to SMS as a mandatory requirement. Where the Contact Person is a non-resident, email address shall be provided for eAlert/eStatement from CDC as a mandatory requirement. In case the Contact Person is an Attorney, the Attorney shall receive such services. This information will also be used where any other service is subscribed under the CDC access.

4. Permanent Address: [The address should be of the Main Applicant]	
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B. REGISTRATION (AND OTHER) DETAILS OF THE JOINT APPLICANT (S) (The information should be same as provided in the KYC Application Form. Complete details of Joint Holders shall be fetched from the Central Portal / KIS)	
JOINT APPLICANT NO. 1	
1. Full name of Applicant (As per CNIC/ SNIC/ NICOP/ ARC/ POC/ Passport) MR. / MRS. / MS.	
UKN No.	
2. CNIC <input type="checkbox"/> SNIC <input type="checkbox"/> NICOP <input type="checkbox"/> ARC <input type="checkbox"/>	
POC <input type="checkbox"/> Passport <input type="checkbox"/> No:	
[Please tick () appropriate box]	
JOINT APPLICANT NO. 2	
1. Full name of Applicant (As per CNIC/ SNIC/ NICOP/ ARC/ POC/ Passport) MR. / MRS. / MS.	
UKN No.	
2. CNIC <input type="checkbox"/> SNIC <input type="checkbox"/> NICOP <input type="checkbox"/> ARC <input type="checkbox"/>	
POC <input type="checkbox"/> Passport <input type="checkbox"/> No:	
[Please tick () appropriate box]	
JOINT APPLICANT NO. 3	
1. Full name of Applicant (As per CNIC/ SNIC/ NICOP/ ARC/ POC/ Passport) MR. / MRS. / MS.	
UKN No.	

2. CNIC <input type="checkbox"/> SNIC <input type="checkbox"/> NICOP <input type="checkbox"/> ARC <input type="checkbox"/>																					
POC <input type="checkbox"/> Passport <input type="checkbox"/> No:																					
[Please tick () appropriate box]																					
C. OTHER ACCOUNT LEVEL INFORMATION																					
1. Bank Details: The bank account information of the Main Applicant as provided in the KYC Application Form shall be used.																					
2. Residential Status: The Resident Status of the Main Applicant as provided in the KYC Application Form shall be used.																					
3. Basis of Remittance [Please tick () the appropriate boxes]				Repatriable				Non-Repatriable													
Non-resident Pakistani				<input type="checkbox"/>				<input type="checkbox"/>													
Foreigner/ Pakistani Origin				<input type="checkbox"/>				<input type="checkbox"/>													
4. Zakat Status:						Please tick () the appropriate box															
[If, according to the Fiqh of the Applicant(s), Zakat is not deductible, then relevant Declaration on prescribed format shall be submitted by all the Applicant(s) with the concerned Participant/TREC Holder /Investor Accountholder]. Non-Muslims shall submit an affidavit.						<input type="checkbox"/> Muslim Zakat deductible															
						<input type="checkbox"/> Muslim Zakat non-deductible															
						<input type="checkbox"/> Not Applicable															
5. Particulars of nominee (Optional but if desired, nomination should only be made in case of sole individual and not joint account) [Nomination may be made in terms of requirements of Section 79 of the Companies Act, 2017, which inter alia requires that person nominated as aforesaid shall not be a person other than the following relatives of the Investor Accountholder/Sub-Account Holder, namely: a spouse, father, mother, brother, sister and son or daughter.]			(a) Name of Nominee:																		
			(b) Relationship with Main Applicant: [Please tick () appropriate box]			<input type="checkbox"/> Spouse			<input type="checkbox"/> Father			<input type="checkbox"/> Mother									
						<input type="checkbox"/> Brother			<input type="checkbox"/> Sister			<input type="checkbox"/> Son									
						<input type="checkbox"/> Daughter															
			(c) CNIC <input type="checkbox"/> SNIC <input type="checkbox"/> NICOP <input type="checkbox"/> ARC <input type="checkbox"/> POC <input type="checkbox"/> No:			[Please tick () appropriate box]															
(d) Expiry date of CNIC /SNIC/ NICOP / ARC / POC:																					
(e) Passport details: (In case of a foreigner or a Pakistani origin)			Passport Number:																		
			Place of Issue:																		
			Date of Issue:																		
			Date of Expiry:																		
D. CDC Access: CDC provides <u>FREE OF COST</u> services under CDC access whereby Sub-account holders/Investor Accountholders can have real time access to their account related information.																					
1. Do you wish to subscribe to free of cost IVR/ Web Service? [Please tick () the appropriate box]				<input type="checkbox"/>				Yes <input type="checkbox"/> No <input type="checkbox"/>													
2. If you are subscribing to IVR and Web Service, please provide following details of your Contact Person:																					
(a) Date of Birth		D		D		/		M		M		/		Y		Y		Y		Y	
(b) Mother's Maiden Name:																					
E. AUTHORIZATION UNDER SECTIONS 12 AND 24 OF THE CDC ACT EXCLUSIVELY FOR SETTLEMENT OF UNDERLYING TRADES, PLEDGE AND RECOVERY OF PAYMENTS, CHARGES AND LOSSES (FOR SUB-ACCOUNT ONLY)																					
I/we the undersigned, hereby give my/our express authority to the Participant under Section 12 and Section 24 of the Central Depositories Act, 1997 to handle Book-entry Securities beneficially owned by me/us and entered in my/our Sub-Account maintained with the Participant for securities transactions that are exclusively meant for the following purposes:																					
<ul style="list-style-type: none"> a. For the settlement of any underlying market transactions (trades) including off market transactions made by me/us from time to time; b. For pledge securities transactions with the Clearing House relating to any of my/our underlying market transactions (trades) to be settled through the Clearing House from time to time; c. For the recovery of payment against any underlying market purchase transactions made by me/us from time to time; d. Movement by me/us from time to time of my/our Book-entry Securities from my/our Sub-Account under the Main Account under the control of the Participant to my/our Sub-Account under another Main Account under the control of the Participant or to my/our Sub-Account under any Main Account which is under the control of another Participant or to my/our Investor Account; e. Securities transactions which has been made by way of a gift of Securities by me/us to my/our Family Members or other persons in accordance with the CDC Regulations from time to time; f. For the recovery of any charges or losses against any or all of the above transactions carried out by me/ us or services availed; and/or g. Delivery Transaction made by me/us for any other purposes as prescribed by the Commission from time to time. 																					
Specific authority on each occasion shall be given by me/us to the Participant for handling of Book-entry Securities beneficially owned by me/us for all other purposes as permitted under the applicable laws and regulations.																					
Note: Please note that above shall serve as a standing authorization to the Participant for handling of Book-entry Securities owned by the undersigned Sub-Account Holder(s) and entered in his/her/their Sub-Account maintained with the Participant. Handling of Book-entry Securities for all other purposes should however require specific authority in writing from the undersigned Sub-Account Holder(s) in favour of the Participant. For handling of Book-entry Securities worth Rs. 500,000/- and above, the above mentioned specific authority shall be obtained on non-judicial stamp paper.																					
F. OPERATING INSTRUCTIONS																					
1. Signatory(ies) to give instruction to the Participant/TREC Holder pertaining to the operations of the Investor Account / Sub-Account / Trading Account. (Please specify Investor account, sub- account and trading account operating instructions in the relevant column along with names and specimen signatures of authorised signatories)				Names of Signatory(ies)								Specimen Signatures									
				(a)																	
				(b)																	
				(c)																	
(d)																					
2. Investor Account /Sub-Account Operating Instructions				<input type="checkbox"/> Singly (Either or Survivor)				<input type="checkbox"/> Attorney													

in writing: [Please () appropriate box]	<input type="checkbox"/>	Jointly [any] _____ (Please mention the relevant numbers of the signatories)	<input type="checkbox"/>	
3. Trading Account Operating Instructions: [Please () appropriate box]	<input type="checkbox"/>	Singly	<input type="checkbox"/>	Attorney
	<input type="checkbox"/>	Jointly [any] _____ (Please mention the relevant numbers of the signatories)	<input type="checkbox"/>	

G. SIGNATURES

Name of Applicant:	Date: Place:	Signature:
Name of Joint Applicant No 1:	Date: Place:	Signature:
Name of Joint Applicant No 2:	Date: Place:	Signature:
Name of Joint Applicant No 3:	Date: Place:	Signature:

I/we hereby agree to admit the Applicant(s) as the Investor Accountholder(s)/Sub-Account Holder(s) in terms of the enclosed Terms and Conditions as amended from time to time and shall abide by the same in respect of opening, maintenance and operation of such Investor Account/Sub-Account.

Name of Participant/TREC Holder: _____ Date: _____

Participant's/TREC Holder's Seal & Signature: _____

Witnesses:

1. Name: _____

Signature: _____ CNIC No: _____ - _____

2. Name: _____

Signature: _____ CNIC No: _____ - _____

- Enclosures *:
- Copy of valid CNIC/SNIC/NICOP/ARC/POC/Passport of the Applicants / Joint Applicants / nominee(s) and Attorney (as the case may be).
 - Copy of Power of Attorney (if applicable), duly attested by notary public (suggested format as annexure).
 - Copy of Zakat Declaration of the Applicant and the Joint Applicant (if applicable). In case of Non-Muslim, an affidavit shall be submitted.
 - Terms & Conditions of relevant service provider, as applicable.
 - Specimen Signature Card (for Investor Accountholder(s) only)
- * Note: Non-resident/ foreigners shall submit the documents duly attested by either notary public or Consul General of Pakistan having jurisdiction over the Applicant(s).

H. FOR THE USE OF PARTICIPANT/TREC HOLDER ONLY

Particulars of Customer Relationship Form verified by :

Application:	<input type="checkbox"/> Approved	<input type="checkbox"/> Rejected	Signature: (Authorized signatory)/Stamp	Date:
Investor Account/Sub-Account no. issued:				
Investor Account/Sub-Account /Trading Account opened by:				
Saved by:		Posted by:		
Signature:	Date:	Signature:	Date:	
Remarks: (if any)				

ACKNOWLEDGEMENT RECEIPT

Application No:	Date of receipt:
I/We hereby confirm and acknowledge the receipt of duly filled and signed Customer Relationship Form from the following Applicant:	
[Insert Name of Applicant(s)]	Participant's / TREC Holder Seal & Signature:
1.	
2.	
3.	
4.	

TERMS AND CONDITIONS

Please read and understand the Terms and Conditions before signing and executing this form

These Terms and Conditions shall constitute a Contract between the Parties hereto. This Contract shall govern opening, maintenance and operations of Trading Account, CDC Sub-Account(s) and sharing of UIN and KYC information to/from NCCPL and ancillary matters connected therewith.

GENERAL TERMS AND CONDITIONS

1. All Trades, Transactions, including non-Exchange Transactions, Derivative Contracts and deals (jointly referred to as "Transactions") between the Parties and Clearing and Settlement thereof and opening, maintenance and operations of Sub-Account in the CDS shall be subject to the Securities Act, 2015, Central Depositories Act, 1997, Pakistan Stock Exchange Limited (PSX) Regulations, Central Depository Company of Pakistan Limited (CDC) Regulations, CKO Regulations, 2017, National Clearing Company of Pakistan Limited (NCCPL) Regulations and the Securities Brokers (Licensing and Operations) Regulation, 2016 including Procedures, Manuals, Policies, Guidelines, Circulars, Directives, and Notifications issued and as amended) thereunder by the Securities and Exchange Commission of Pakistan (SECP), PSX, CDC or NCCPL from time to time.
2. The information provided in KYC application form and/or CRF shall be in addition to and not in derogation of the requirements prescribed under Anti-Money Laundering and Countering Financing of Terrorism Regulations, 2018.
3. The Securities Broker/Participant shall ensure provision of copies of all the relevant laws, rules and regulations at its office for access to the Sub-Account Holder(s)/Customer(s) during working hours. The Securities Broker/Participant shall ensure that its website contains hyperlinks to the websites/pages on the website of PSX, CDC, NCCPL and the SECP displaying above said regulatory framework for reference of the Customers.
4. In case of a Joint Account, all obligations and liabilities of the Applicants under these Terms and Conditions shall be joint and several.
5. These Terms and Conditions shall be binding on the nominee, legal representative, successors in interest and/or permitted assigns of the respective Parties hereto.
6. The Securities Broker/Participant shall provide a list of its Registered Offices and Representatives authorized and employees designated to deal with the Sub-Account Holder(s)/Customer(s) along with their authorized mobile/landline/fax number(s), email and registered addresses. Any change(s) therein shall be intimated in writing to the Sub-Account Holder(s)/Customer(s) with immediate effect.
7. Subject to applicable laws, the Securities Broker/Participant shall maintain strict confidentiality of the Customer related information and shall not disclose the same to any third party. However, in case the SECP, PSX, CDC or any competent authority under the law, as the case may be, requires any such information, the Securities Broker/Participant shall be obliged to disclose the same for which the Customer shall not raise any objection whatsoever.
8. The Securities Broker/Participant shall independently verify any of the Customer's related information provided in this Form and under the relevant laws, rules and regulations for the purpose of KYC.
9. In case of any change in the Customer's related information provided in this Form, the Customer shall provide necessary details to the Participant/Securities Broker. Upon receipt of instruction from the Customer, the Participant/Securities Broker shall give effect to such changes in the manner prescribed under the relevant regulations. The Participant/Securities Broker shall have the right to incorporate any change(s) in the Sub-Account Holder(s)/Customer's information in the CDS as sent by NCCPL as CKO and that such change(s) shall be deemed to have been authorized by the Sub-Account Holder(s)/Customer(s). In case of any change in the Participant's/Securities Broker's address or contact numbers or any other related information, the Securities Broker/Participant shall immediately notify the Sub-Account Holder(s)/Customer(s).
10. Any change in this Form or these Terms and Conditions by virtue of any changes in the aforesaid legal frameworks shall be deemed to have been incorporated and modified the rights and duties of the Parties hereto. Such change(s) shall be immediately communicated by the Securities Broker/Participant to the Sub-Account Holder(s)/Customer(s).
11. The Securities Broker/Participant and the Customer shall be entitled to terminate this Contract without giving any reasons to each other after giving notice in writing of not less than one month to the other Party. Notwithstanding any such termination, all rights, liabilities and obligations of the Parties arising out of or in respect of Transactions entered into prior to the termination of this Contract shall continue to subsist and vest in /be binding on the respective Parties or his /her/ its respective heirs, executors, administrators, legal representatives or successors in interest and permissible assigns, as the case may be. Closure of Sub-Account of the Customer under this clause shall be subject to the condition that neither any corporate action is pending at that point of time in connection with any Book-entry Securities in the Sub-Account nor any Book-Entry Securities are in Pledged Position and that the outstanding dues, if any, payable by any Party to the other Party is cleared and that the Customer has transferred or withdrawn all the Book-Entry Securities from his/her Sub-Account.
12. Where applicable, the terms "Sub-Account Holder" and "Participant" used in this Form shall include the "Customer" and "Securities Broker/TRE Certificate Holder" respectively.
13. The Securities Broker/Participant should ensure due protection to the Sub-Account Holder / Customer regarding rights to dividend, rights or bonus shares etc. in respect of transactions routed through it and not do anything which is likely to harm the interest of the Sub-Account Holder with/from whom it may have had transactions in securities.
14. The Participant/Securities Broker shall ensure that duly filled in and signed copy of this form along with the acknowledgement receipt is provided to the Sub-Account Holder.

TERMS AND CONDITIONS FOR OPENING AND OPERATIONS OF CDC SUB -ACCOUNT

The Terms and Conditions set herein below shall govern the Sub-Account forming part of the Account Family of the CDS Participant Account of the Participant, which shall be binding on the Sub-Account Holder as well as the Participant:

1. The Registration Details and such other information specified by the Applicant in this form for opening of the Sub-Account shall appear in the Sub-Account to be established by the Participant in the CDS who shall ensure the correctness and completeness of the same.
2. The Book-entry Securities owned by the Sub-Account Holder shall be exclusively entered in the Sub-Account of such Sub-Account Holder.
3. Transfer, Pledge and Withdrawal of Book-entry Securities entered in the Sub-Account of the Sub-Account Holder shall only be made from time to time in accordance with the authorization given by the Sub-Account Holder to the Participant in Part (E) above pursuant to Section 12 and 24 of the Central Depositories Act, 1997. Such authorization shall constitute the congregated / entire authorizations by the Sub-Account Holder(s) in favour of the Participant and supersedes and cancels all prior authorizations (oral, written or electronic) including any different, conflicting or additional terms which appear on any agreement or form the Sub-Account Holder(s) has executed in favour of the Participant.
4. Participant shall be liable to give due and timely effect to the instructions of the Sub-Account Holder given in terms of the above-referred authorization with respect to transfer, pledge and withdrawal of Book-entry Securities entered in his/her Sub-Account under the control of the Participant. Such instructions, among other matters, may include closing of Sub-Account.
5. Participant shall send within 10 days of end of each quarter Account Balance statement to the Sub-Account Holder without any fee or charge showing the number of every Book-entry Security entered in his/her Sub-Account as of the end of the preceding quarter. Such Account Balance statement shall be generated from the CDS. Further, the Sub-Account Holder may request for such statement (including Account Activity reports) from the Participant at any time on payment of a fee on cost basis as prescribed by the Participant. The Participant shall be liable to provide such report/statement to the Sub-Account Holder within 3 Business Days from the date of receipt of such request, with or without charges.
6. In consideration for the facilities and services provided to the Sub-Account Holder by the Participant, the Sub-Account Holder shall pay fees and charges to the Participant as applicable for availing such facilities and services under the Central Depositories Act, 1997, the Regulations and these Terms & Conditions. In case of outstanding payment against any underlying market purchase transaction, charges and/or losses against the Sub-Account Holder, the Participant shall have the right, subject to Clause 3 above and under prior intimation to the Sub-Account Holder to clear the payment, charges and/or losses (including any shortfall in margin requirements) within the reasonable time prescribed by the Participant, to dispose off the necessary number of Book-entry Securities of the Sub-Account Holder through market-based or Negotiated Deal Market sell transaction and apply the net proceeds thereof towards the adjustment of such outstanding payment, charges and/or losses.
7. Where admission of Participant to the CDS is suspended or terminated by the CDC, the Sub-Account Holder shall have the right, subject to the Regulations and the Procedures made thereunder, to request CDC to change his/her Controlling Account Holder and Participant shall extend full cooperation to the Sub-Account Holder in every regard, without prejudice to its right of recovery of any dues or receivable from the Sub-Account Holder.
8. The provision of services as provided for hereunder shall not constitute Participant as trustee and the Participant shall have no trust or other obligation in respect of the Book-entry Securities except as agreed by the Participant separately in writing.
9. The Participant is not acting under this application form as Investment Manager or Investment Advisor to the Sub-Account Holder(s).

TERMS AND CONDITIONS FOR TRADING ACCOUNT

1. In case any dispute in connection with the Transaction between the Securities Broker and the Customer is not settled amicably, either Party may refer the same to the Arbitration in accordance with the arbitration procedures prescribed in PSX Regulations. The decision of arbitrators shall be binding on both the Parties subject to their rights of appeal in the manner provided in PSX Regulations, if exercised. The name and other relevant particulars of the Customer shall be placed on PSX's website accessible to Securities Brokers if the Customer fails or refuses to abide by or carryout any arbitration award passed against him/her and the Customer shall have no objection to the same.
2. The assets deposited as margin by a Customer with the Securities Broker shall only be used by the Securities Broker for the purposes of dealing in securities through PSX on behalf of such Customer other than as authorized by the Customer in writing in the manner prescribed under the relevant regulations.
3. The Securities Broker may deposit unutilized funds of the Customers in a separate profit-bearing bank account and shall distribute profit to the Customers out of total profit offered by bank(s) on such funds, unless specified otherwise in writing by the Customer.

4. The Securities Broker shall be authorized to act on the instructions of the Customers given through any of the following modes of communication unless specifically designated by the Customer in the Form:
 - (a) Telephonic communication over a dedicated telephone line(s) routed through centralized call recording system;
 - (b) Email/SMS/Fax/Letter on the authorized email address/mobile/fax/address of the Securities Brokers;
 - (c) Verbal orders placed through personal appearance in the registered office subject to receipt of written acknowledgement of such in-person orders by Securities Brokers.
 5. The Securities Broker shall make out the Contract Note (physical or electronic form) to the Customers in respect of trades executed on their behalf based on their order instructions not later than the start of next trading day as required under the Securities Brokers (Licensing and Operations) Regulations, 2016 through any of the following acceptable modes of communication unless specifically designated by the Customer in the Form:
 - (a) Recognized courier service;
 - (b) Registered Post at given correspondence address;
 - (c) Facsimile number provided on the Form;
 - (d) By hand subject to receipt/acknowledgement; or
 - (e) Email provided on the Form in case of Electronic Contract Note.
- All such transactions recorded by the Securities Broker in the prescribed manner shall be conclusive and binding upon the Customer unless the Customer raises observation relating to unauthorized execution of such transaction or any error in the Contract Note within one trading day of the receipt of such Contract Note.
- In the event of any dispute relating to order placement or executing of orders, the burden of proof shall be on the Securities Brokers to establish the authenticity of such order placement or execution thereof.
6. In case the Customer fails to deposit additional margins within one trading day of the margin call (in writing), the Securities Broker shall have absolute discretion to liquidate the Customer's outstanding positions including the securities purchased and carried in such account to meet the margin shortfall without further notice to the Customer.
 7. The Securities Broker shall be responsible for the payment of any credit cash balance available in the account of the Customer through cross cheques or other banking channels (instruments) only within one (1) trading day of the request of the Customer subject to the maintenance of the margin requirements.
 8. The Customer is aware that in the event of his/her non-payment on settlement day against securities bought on his/her account, the Securities Broker may transfer such securities to its Collateral Account under intimation to PSX in the manner as provided in PSX Regulations.
 9. The Securities Broker shall accept from the Customer payments through "A/c Payee Only" crossed cheque, bank drafts, pay orders or other banking channels drawn on Customer's own bank account in case of amounts in excess of Rs. 25,000/-. Electronic transfer of funds to the Securities Broker through banks would be regarded as good as cheque. The Securities Broker shall provide the receipt to the Customer(s) in the name of the Customers duly signed by its authorized employee and the Customer(s) shall be responsible to obtain the receipt thereof. In case of cash dealings, proper receipt will be taken and given to the Customer(s), specifically mentioning if payment is for margin or the purchase of securities. The Securities Broker shall immediately deposit in its bank account all cash received in whole i.e. no payments shall be made from the cash received from clients. However, in exceptional circumstances, where it becomes necessary for Securities Broker to accept cash in excess of Rs.25,000/-, the Securities Broker shall immediately report within one trading day such instances with rationale thereof to the PSX in accordance with the mechanism prescribed by PSX.
 10. The Securities Brokers shall make all payments to the Customers through crossed cheques / bank drafts / pay orders or any other banking channels showing payment of amount from their business bank account. Copies of these payment instruments including cheques, pay orders, demand drafts and online instructions shall be kept in record for a minimum period prescribed under the Securities Brokers (Licensing and Operations) Regulations, 2016.
 11. The Securities Broker shall provide to the Customers a quarterly Account Statement which shall include cash and securities ledgers as back office and CDC Sub-Account records along with reconciliation of any differences therein through any of the aforesaid modes of communication. In case of any discrepancy in the ledger statement, the Customer shall inform the Securities Broker within seven (7) days of receipt of the quarterly account statement to remove such discrepancy. Further, the Securities Broker shall provide to a Customer an Account Statement for a period specified by the Customer as and when requested by such Customer.
 12. The Customer shall pay all applicable taxes and statutory and regulatory fee and levies and brokerage commissions as are prevailing from time to time in connection with the brokerage services rendered. The Securities Broker/Participant can debit up to the accrued amount of levies and charges the account of the Customers for the abovementioned charges, which shall be clearly detailed in the ledger statement/daily confirmations. Any change resulting in an increase in the brokerage commission shall take effect not earlier than five (5) trading days of intimation of the same to the Customers through acceptable mode of communication prescribed in the Form.
 13. The Securities Broker shall append a Risk Disclosure Document with this Form in accordance with the specimen provided by PSX.

DECLARATION & UNDERTAKING

I/We, the undersigned Applicant(s), hereby declare/undertake that:

- a) I/We am/are not minor(s);
- b) I/We am/are of sound mind;
- c) I/We have not applied to be adjudicated as an insolvent and that I/We have not suspended payment to any financial institution and that I/We have not compounded with my/our creditors;
- d) I/We am/are not an undischarged insolvent;
- e) I/We confirm having read and understood the above Terms and Conditions and I/We hereby unconditionally and irrevocably agree and undertake to be bound by and to comply with the above Terms and Conditions and any other terms and conditions which may be notified from time to time with the approval of the concerned authorities modifying or substituting all or any of the above Terms and Conditions in connection with the opening, maintenance and operation of the Sub-Account / Trading Account, as the case may be;
- f) The information furnished in this form is complete, valid, true and correct to the best of my/our knowledge and I/We shall inform the Securities Broker/Participant immediately in writing of any change therein;
- g) In case any of the above information is found to be false or misleading or suspension of any material fact, will render my/our Sub-Account/Trading Account, as the case may be, liable for termination and I/We shall be subject to further action under the law;
- h) All the documents filed/submitted by me/us for the purpose of this application are genuine and valid, bearing genuine signatures and stamps of duly authorized individuals/representatives and are in accordance with the applicable law; and
- i) I/We hereby now apply for opening, maintaining, operation of /Sub-Account/Trading Account, as the case may be, with the Participant/TREC Holder.

DISCLAIMER FOR CDC ACCESS SERVICES

The main objective of providing information, reports and account maintenance services through the Interactive Voice Response System, Internet /Web access and Short Messaging Service ("SMS") or any other value added service is to facilitate the /Sub-Account Holders ("Users") with a more modern way to access their information. CDC makes no other warranty of the IVR, Internet /Web access, SMS or any other value added services and Users hereby unconditionally agree that they shall make use of the internet/web access subject to all hazards and circumstances as exist with the use of the internet. CDC shall not be liable to any Users for providing and making available such services and for failure or delay in the provision of SMS to Users and all Users, who use the IVR, internet access, SMS or any other value added services, shall be deemed to have indemnified CDC, its directors, officers and employees for the time being in office and held them harmless from and against any losses, damages, costs and expenses incurred or suffered by them as a consequence of use of the IVR system, internet/web access, SMS or any other value added services.

All Users hereby warrant and agree that their access of the internet /web by the use of a User-ID and login is an advanced electronic signature and upon issuance of such User-ID to the user, they hereby waive any right to raise any objection to the compliance of the User-ID and login with the criteria of an advance electronic signature.

All Users shall by signing this Form and by their conduct of accessing the IVR, internet/Web access, SMS or any other value added services agree to all the terms and conditions and terms of use as shall appear on the CDC website at www.cdcaccess.com.pk which shall be deemed to have been read and agreed to by the Users before signing this form.

Signatures:

Main Applicant	Joint Applicant 1	Joint Applicant 2	Joint Applicant 3	Participant/TREC Holder
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X _____	X _____	X _____	X _____	X _____
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ARIF LATIF SECURITIES (PVT.) LIMITED

Trec Holder: 232 Pakistan Stock Exchange LTD.

4th Floor Room No 414, 415, Stock Exchange Building, 19 Khyaban-e-Aiwan-e-Iqbal, Lahore | Tel: (042) 36311611-14

KNOW YOURCUSTOMER (KYC) APPLICATION FORM INDIVIDUAL

(Please use **BLOCK LETTERS** to fill the form)

A. IDENTITY DETAILS OF APPLICANT					
1. Full name of Applicant (As per CNIC/SNIC/NICOP/ARC/POC/Passport) Mr. / Mrs. / Ms.					
2. Father's / Husband's Name:					
3. a. Nationality:		b. Marital status: <input type="checkbox"/> Single <input type="checkbox"/> Married		c. Status: <input type="checkbox"/> Resident <input type="checkbox"/> Non-Resident	
4. a. CNIC/ SNIC/NICOP/ARC/POC No:					
b. Expiry date:					
5. Passport details: (For a foreigner or a non-resident Pakistani)		Passport Number:		Place of Issue:	
		Date of Issue:		Date of Expiry:	
6. Date of Birth					
B. ADDRESS DETAILS OF APPLICANT					
1.(a)Mailing Address:					
<i>(Address should be different from authorized intermediary business address except for employees of authorized intermediary)</i>					
		City/Town/Village:	Province/State:	Country:	
(b) Tel. (Off.):*	(c) Tel. (Res.):*	(d) Mobile**:	(e) Email**:	(f) Fax*:	
Specify the proof of address submitted for mailing address:					
2. (a)Permanent Address:					
<i>(mandatory for all applicants- fil out if different from mailing address)</i>					
		City/Town/Village:	Province/State:	Country:	
(b) Tel. (Off.):*	(c) Tel. (Res.):*	(d) Mobile:	(e) Fax*:	(f) Email (If any):	
Specify the proof of address submitted for permanent address:					
C. OTHER DETAILS					
1. Gross Annual Income Details (please specify): <input type="checkbox"/> up to Rs. 100,000 <input type="checkbox"/> Rs. 250,001 - Rs. 500,000 <input type="checkbox"/> Rs. 1,000,001 - Rs. 2,500,000					
<input type="checkbox"/> Rs. 100,001 - Rs. 250,000 <input type="checkbox"/> Rs. 500,001 - Rs. 1,000,000 <input type="checkbox"/> Above Rs 2,500,000					
2. Source of Income:					
3. Shareholder's/ Unit Holder's Category: INDIVIDUAL					
4. (a) Occupation: <i>[Please tick () the appropriate box]</i>		<input type="checkbox"/> Agriculturist	<input type="checkbox"/> Business	<input type="checkbox"/> Housewife	<input type="checkbox"/> Household
		<input type="checkbox"/> Retired Person	<input type="checkbox"/> Student	<input type="checkbox"/> Business Executive	<input type="checkbox"/> Industrialist
		<input type="checkbox"/> Professional	<input type="checkbox"/> Service	<input type="checkbox"/> Govt. /Public Sector	<input type="checkbox"/> Others (Specify)
(b) Name of Employer / Business: <i>(Include symbol if employer listed company)</i>			(c) Job Title / Designation:		(d) Department:
(e) Address of Employer / Business:					
D. BANK DETAILS***					
Bank Name:			IBAN No.:		
E. DECLARATION					
I hereby confirm that all the information furnished above is true and correct to the best of my knowledge and belief and I undertake to inform you of any changes therein, immediately. In case any of the above information is found to be untrue or false or misleading or misrepresenting, I am aware that I may be held liable for it.					
Signature of the Applicant		Date: _____ (dd/mm/yyyy)		Signature of the Applicant as per CNIC/SNIC/NICOP/ARC/POC/Passport No <i>(Only applicable if Applicant signature is different)</i>	
FOR OFFICE USE ONLY					
Authorized Signatory		Date		Seal/Stamp of the Authorized Intermediary	

* Optional

** For NICOP/ARC/POC/Passport, Email is mandatory and Mobile Number is Optional. Whereas for CNIC/SNIC, Mobile Number is Mandatory and Email is Optional. In case of SNIC where country of stay is not Pakistan, email will be mandatory.

*** IBAN shall be mandatory for all Customers subject to any exception available under applicable laws, rules, regulations etc.

Terms & Conditions of the KYC Application Form

1. All terms herein shall, unless expressly stated otherwise, have the same meaning as ascribed to them in the Centralized KYC Organization Regulations.
2. The information provided in KYC application form and/or CRF shall be in addition to and not in derogation of the requirements prescribed under Anti-Money Laundering and Countering Financing of Terrorism Regulations, 2018.
3. All correspondence shall be sent by CKO at the mailing address and/or email address of the Customer, as stated on the KYC Application Form.
4. Neither the CKO nor its directors, officers, employees or agents shall be liable for losses, damages, liabilities, costs or expenses suffered or incurred by the Customer as a result of providing its KYC Information to Authorized Intermediaries or the CKO due to any reasons whatsoever including its unauthorized disclosure.
5. The Customer undertakes to indemnify the CKO against any losses, damages, liabilities, costs or expenses suffered or incurred by CKO, including any legal costs and claims by third parties, as a result of any inaccuracy, misrepresentation, misstatement or incorrect details in the information supplied by the Customer or any omission in such information or any other contravention or violation of the Centralized KYC Organization Regulations
6. The Customer agrees that in the event that he does not abide by the timelines prescribed in the Centralized KYC Organization Regulations for submission of information and confirmation to the NCCPL, the NCCPL shall be authorized to take action as prescribed in the Centralized KYC Organization Regulations. The Customer undertakes that it shall hold CKO harmless and that CKO shall not be liable for any losses, damages, liabilities, costs or expenses suffered or incurred by the Customer as a result of such actions.
7. The Customer agrees that CKO may hold, store and process its KYC Information on the KYC Information System and KYC Database in connection with its KYC functions under the Centralized KYC Organization Regulations. The Customer also agrees that CKO may disclose its KYC Information as permitted under the CKO Regulations and such other disclosures as may be reasonably necessary for compliance with any other laws or regulatory requirements.
8. The Customer acknowledges that KYC Information System and KYC Database, including but not limited to all the information contained therein is the legal property of CKO.
9. The Authorized Intermediaries agree to pay CKO the fees and charges as prescribed by CKO from time to time in respect of its KYC functions.
10. CKO has absolute discretion to amend or supplement any of the terms and conditions at anytime and will endeavor to give prior notice of fifteen days wherever feasible for such changes.
11. The Customer agrees and affirms that it shall be bound by and acts in accordance with the provisions of the Centralized KYC Organization Regulations.
12. These terms and conditions shall be governed by the laws of Pakistan.



ARIF LATIF SECURITIES (PVT.) LIMITED

Trec Holder: 232 Pakistan Stock Exchange LTD.

4th Floor Room No 414, 415, Stock Exchange Building, 19 Khyaban-e-Aiwan-e-Iqbal, Lahore) | Tel: (042) 36311611-14

Date:

Mr. _____

A/C # _____

Sub: Margin Financing Facility for selected customers

Dear Sir,

We are pleased to inform you that Arif Latif Securities (PVT.) Limited will be providing Margin Financing (MF) Facility to its selected customers. This facility will be provided under the guidelines of National Clearing Company of Pakistan (NCCPL) and the relevant laws applicable from time to time. We are pleased to offer you the MF facility in your trading account maintained with our company.

The selection of shares for Margin Financing will be at the sole discretion of the company. The company will be offering MF facility in selected shares and reserves the right to revise the list of selected shares whenever desired without any prior notice to you. Your account will be charged a maximum of Kibor + 8 as mark-up on the amount financed to you against the MF transactions. Further your account will be charged an overnight/Roll over commission on MF transactions detail of which is attached herewith for your review and acceptance.

We look forward to providing you best of our services.

For any further enquiry you may contact the undersigned.

Yours truly,

Ahsan Ahmed
Head of Compliance
Arif Latif Securities (PVT.) Limited
Mob: (+92 42) 36360613
Direct Line: (042) 3631161114

X

Margin financing offer
Accepted



ARIF LATIF SECURITIES (PVT.) LIMITED

Trec Holder: 232 Pakistan Stock Exchange LTD.

4th Floor Room No 414, 415, Stock Exchange Building, 19 Khyaban-e-Aiwan-e-Iqbal, Lahore) | Tel: (042) 36311611-14

BROKEARGE RATES & OTHER CHARGES MARGIN FINANCING (MF) & MARGIN TRADING (MTS) TRANSACTIONS

Dear Sir,

Please find below the detail of Roll Over charges which will be charged to your MFand MTSposition per share per day basis. Buy & Sell commission on MFand MTS transactions will be the same as charged to your trading account on Regular trades, so it is not mentioned below.

	Share Price		Roll Over
	Range		Per Day
0.01	TO	4.99	0.0020
5	"	9.99	0.0035
10	"	14.99	0.0055
15	"	19.99	0.0075
20	"	34.99	0.0125
35	"	49.99	0.0175
50	"	74.99	0.0270
75	"	99.99	0.0370
100	"	124.99	0.0450
125	"	149.99	0.0550
150	"	199.99	0.0750
200	"	249.99	0.0900
250	"	299.99	0.1100
300	"	349.99	0.1300
350	"	399.99	0.1500
400	"	449.99	0.1650
450	"	499.99	0.1850
500	"	Above	0.50

Note:

All transaction related charges and taxes including Presumptive tax, applicable from time to time will be passed on to your account in addition to the above brokerage commission on all the transactions.

Client Acknowledgement

All Brokerage Rates, transaction related charges and taxes are accepted by me.

A/C # _____

ID Card # _____

X

Client Name

Client Signature

H. FOR THE USE OF PARTICIPANT ONLY			
Particulars of Sub-Account Opening Form verified by :			
		Stamp:	
Application:	<input type="checkbox"/>	Approved	<input type="checkbox"/>
		Rejected	
Signature: (Authorized signatory)		Date:	
Sub-Account no. issued:			
Account opened by:			
Saved by:		Posted by:	
Signature:	Date:	Signature:	Date:
Remarks: <i>(if any)</i>			

ACKNOWLEDGEMENT RECEIPT	
Application No:	Date of receipt:
<i>I/We hereby confirm and acknowledge the receipt of duly filled and signed Sub-Account Opening Form from the following Applicant:</i>	
[Insert Name of Applicant(s)]	Participant's Seal & Signature:
1.	
2.	
3.	
4.	

Arif Latif Securities (Pvt.) Limited

4th Floor Room No 414, 415, Stock Exchange Building, 19 Khyaban-e-Aiwan-e-Iqbal, Lahore)

TREC HOLDER: 232 PAKISTAN STOCK EXCHANGE LTD.

FOR ONLINE TRADING TERMINAL

NAME:			
FATHER/ HUSBAND NAME:			
MAILING ADDRESS:			
PERMANENT ADDRESS:			
E-MAIL:			
CNIC #			
CNIC EXPIRY DATE:			
MALE		FEMALE	
NON-RESIDENT		RESIDENT	

X _____

Client Signature

SPECIAL TERMS AND CONDITIONS FOR ONLINE TRADING

In case Online trading facility is allowed to the Account Holders(s), the following additional terms and conditions will become applicable:

- i. The Broker shall be authorized to act on the instructions of the Account Holder(s) received through the Trading Terminal. The Broker shall provide confirmation of the executed transactions by e-mail and may send written confirmation of executed transactions as required under Rule 4(4) of the Securities & Exchange Rules, 1971, and all such transactions recorded by the Brokers in his books shall be conclusive and binding upon the Account Holder(s).
- ii. The Broker shall provide the confirmation of the executed transactions to the Account Holder(s) at the email addresses given by the Account Holder(s) in the Account Opening Form.
- iii. Online trading will be permitted through Arif Latif Securities (Pvt.) Ltd. which will act as the Broker for the purpose of buying and selling securities, including MTS at the Pakistan Stock Exchange (Online Exchange) and wherever the term ALS Online is used in these special Terms and Conditions for Online Trading, it shall deem to mean the Broker.
- iv. A Password or (Personal Identification Number) PIN will be issued to the Account Holder(s) by ALS Online as the Account Holder(s) personal Identification Number or Code to enable the Account Holder(s) to have an access to and use this Account for Online Trading. The Password/PIN may be communicated through E-mail or through any courier to the Account Holder(s) shall not disclose the Password/PIN to any person and shall take every reasonable precaution to prevent discovery of the Password/PIN by any other person.
- v. ALS Online may electronically transfer deliver of confirmation statements and other notices in connection with Electronic/Online Trading, It shall be the responsibility of the Account Holder(s) to review, upon receipt of emails, confirmation statements, notices margin and maintenance calls whether delivered by mail, email or electronic terminals at its own discretion. If the Password/PIN is disclosed to any third party the Account Holder(s) should immediately notify the same to BPL Online. The Account Holder(s) will immediately notify ALS Online of any loss, theft or unauthorized use of his/her/their/its account number and Password/PIN. The Account Holder(s) shall immediately notify any change in his/her/its/their email or other address as mentioned in the Application Form.
- vi. All risks connected and involved with Electronic/Online Trading will be assumed fully by the Account Holder(s). Neither the Broker (Arif Latif Securities (Pvt.) Ltd.) nor any directors or officers would be responsible or liable in any manner for any losses or damages that may be suffered by the Account Holder(s), including those due to the misuse of the Account Holder(s) Password or PIN, hacking of lines, outages and slowdowns in the internet connection, breakdown of broker system and other third-party service breakdown and system error whether software related or hardware-related and piracy of the Account Holder(s) information and affairs by unscrupulous persons.

X _____
Client Signature

- vii. ALS Online may at any time and from time to time require Additional Margin in the Account (in cheque or Securities) before executing any Orders or undertaking any transaction through Online Trading Facility on account of the Account Holder(s). The amount and timing may vary depending on factors solely at ALS Online discretion. ALS Online shall have the right to liquidate the Account Holder(s) trading position(s) if the Account Margin is insufficient at anytime.
- viii. ALS Online may at its discretion elect with or without notice to square off the Account Holder(s) Account and make all obligations in the Account immediately due and payable by the Account Holder(s) without assigning any reason.
- ix. In case of any other instructions including (i) change of postal address, (ii) email address and/or (iii) PIN Code, will be changed through email address available in the form or written request along with signature of Account Holder and Joint Account Holder (if any) are mandatory.
- x. For online trading, acceptable mode of communication between the Account Holder(s) and the ALS Online shall be through email / courier, which is the medium agreed between the ALS Online and the Account Holder(s). The onus of proving that the e-mail has been received by the recipient shall be on the sender sending the mail. The ALS Online may, however at its discretion, shall be further at a liberty to record, tape or in any other manner store telephonic conversation with the Account Holder(s). Any voice recording made by the Broker shall constitute evidence of the communication so recorded for such instructions.
- xi. The Account Holder(s) understand(s) that the shares trading business carries risk and subject to the due diligence on part of the ALS Online may incur losses for which, the Account Holder(s) shall not hold the broker responsible. The Account Holder(s) further acknowledge(s) that the prices of the Securities do fluctuate abruptly and instantly and investments and may even become valueless. The ALS Online shall not be liable for any fluctuations in the prices of Securities due to purchase and sale on the day of the Transaction and the net price mentioned in confirmation shall be accepted as concluded final price and shall be binding upon the Account Holder(s) and the ALS Online
- xii. The Account Holder(s) acknowledge receipt of this Account Opening Form along with the copies of all the annexure and the Account Holder(s) also undertake to have understood and accepted all the above additional Terms and Conditions. \
- xiii. The Account Holder(s) further confirm that all the information given in this applications is true and complete and hereby authorize the ALS Online to verify any information mentioned above from any sources deemed appropriate by the ALS Online

X _____
Client Signature

MARGIN TRADING APPLICATION FORM

(Note: Each and every column must be filled in)

Account Opening Form Reference No. _____ Date: _____

Name of Brokerage House: Arif Latif Securities (Pvt.) Limited

Client ID/Account No: _____

CDC Account No: I/We _____ hereby apply for Margin Trading and Margin Financing.

I/We declare that since last five years:

- (i). I/We have not applied to be adjudicated as an insolvent and that I/we have not suspended payment and that I/we have not compounded with my/our creditors;
- (ii). I/We am/are not un-discharged insolvent;
- (iii). I/We have not been declared defaulter in repayment of loan of a bank/financial institutions;
- (iv). I/We have not been convicted by a court of law for an offence involving moral turpitude;

I/We have read, understand and agree to the terms and conditions of the Securities (Leveraged Markets and Pledging) Rules, 2011 and agree to abide by all the provisions, terms and conditions contained therein, at all times. I/We confirm that all the information in this application is complete and accurate and what is stated above is true and correct to the best of my/our knowledge and belief.

X _____
Signature of Applicant

X _____
Name of the Applicant

Date _____

AGREEMENT FOR MARGIN TRADING

THIS AGREEMENT is made at _____ on the _____ day of _____ BETWEEN M/S Arif Latif Securities (Pvt.) Limited **TREC Holder PAKISTAN STOCK EXCHANGE** (hereinafter referred to as the **"TREC Holder"**) AND MR. / M/S. _____, an individual/ partnership firm / company, resident of / having office at _____, (hereinafter referred to as the **"CLIENT"**) for the administration of margin trading account.

WHEREAS

- (a). The TREC Holder is a Member of the Pakistan Stock Exchange (hereinafter called the **"Stock Exchange"**) and registered with the Securities & Exchange Commission of Pakistan (hereinafter called the **"Commission"**).
- (b). The Client is as Account Holder of the TREC Holder having executed and submitted the Standardized Account opening Form prescribed by the Commission and has applied to the TREC Holder for grant it to carry out Margin Trading of securities.

NOW THIS AGREEMENT WITNESSETH AND THE PARTIES HERETO AGREE AS UNDER

1. Limit in margin trading will be allowed to the client as per company policy.
2. The Client hereby affirms and declares that he / it is not one of the persons declared ineligible for availing the said facilities.
3. Margin Trading of Securities on account of the client shall be governed by the Securities (Leveraged Markets and Pledging) Rules, 2011 and any amendments thereto or substitutions thereof or any other legal or regulatory requirement as implemented from time to time. The client(s) undertake(s) to execute the TREC Holder's standardized documents for such transactions, including those prescribed by SECP, PSX, NCCPL, etc.
4. The Margin Trading Facility shall be for a tenor not greater than the respective tenor prescribed by the PSX (KSE) from time to time or such other period as the TREC Holder may at its sole discretion determine.
5. The minimum equity participation amount that the TREC Holder shall accept for MT Facility shall not be lower than the limit prescribed by the National Clearing Company of Pakistan Limited Regulations, 2003, (Regulations) as amended and/or modified from time to time. However, the TREC Holder at its discretion can request for higher equity participation than what is prescribed in the Regulations.
6. In respect of MT transactions, the Client(s) shall pay to the TREC Holder mark-up on financing computed at the rate as decided from time to time pro-rated to the actual number of days for which any amount is financed to or on account of the Client(s). The TREC Holder shall have the right to debit Client(s) account for the mark-up and the Client(s) undertake(s) to pay the mark-up immediately upon written demand from the TREC Holder without raising any issues.
7. The purchase of securities shall be carried out by the Client(s) only in respect of MT Eligible Securities as decided by the TREC Holder from time to time. The Client(s) accept(s) and acknowledge(s) that the TREC Holder has the sole discretion to limit the number of MT Eligible Securities for which it may wish to facilitate the Client(s), and the Client(s) can only ask for facilitation of those MT Eligible Securities from the TREC Holder which the TREC Holder has short-listed. Any change to the MT Eligible Securities shall be effected immediately by the TREC Holder except where the MT Securities' contract already executed require otherwise.
8. In case of any corporate action such as a dividend declaration or a rights announcement by a MT Eligible Security which has been financed by the TREC Holder / MT Financier, such right shall remain vested with the Client(s) and the TREC Holder/MT Financier shall not benefit from such actions in spite of the securities being in its custody.
9. If there is any loss in the Client(s)' account due to Mark-to-Market (MTM) of the MT Contract, such losses shall be settled by the Client(s) within one business day.
10. The TREC Holder is hereby authorized by the Client(s) to mortgage, pledge or hypothecate the securities deposited or bought on behalf of the Client(s) by the TREC Holder to the related financial institution for a sum not exceeding the outstanding balance in the margin account, to the extent that the same is permissible under the applicable laws, Rules and Regulations.
11. The Client(s) unconditionally agree(s) that his/her/its/ their securities may be sold by the margin financier, in case of any default or margin call not being addressed as per the requirements of Rules & Regulations as applicable from time to time, in the course of financing.
12. All fees and charges will be charged to client as NCCPL and PSX may charge.

X _____
Signature of TREC Holder (Broker)

X _____
CLIENT(s) SIGNATURES

13. Client can renew or close his/her MTS position on/or any trading day.

14. Notwithstanding the conditions of Clauses 4 and 8, in the event of default, failure, refusal or inability on part of the Client(s) to repay the finance or any outstanding mark-up thereon, the TREC Holder shall have the right to square up and liquidate the position of the Client(s) and sell all the securities held on account of the Client(s) upon one business day's notice to the Client(s). The net sale proceeds so realized after deduction of brokerage, costs, taxes, duties, etc. shall be applied towards adjustment of the outstanding owed by the Client(s) to the TREC Holder. In case of any shortfall, the Client(s) shall be liable to pay the same to the TREC Holder with late payment charges, computed from the due date(s) of the outstanding amount upto the date of actual realization by the TREC Holder.

15. It is hereby distinctly understood that the grant of this MT Facility by the TREC Holder to the Client(s) is subject to the provisions of the Securities (Leveraged Markets and Pledging) Rules, 2011 with such variations and modifications as may be made from time to time. The Client(s) has/have read, understood and agreed to abide by the provisions of the said Rules, as well as other applicable Rules and Regulations. Further, all applicable Procedures, prescribed Documents, Policies, Notifications, Rules, Regulations, etc. issued or made by the Stock Exchange/ NCCPL/Commission in respect of Margin Financing/ Margin Trading shall become applicable and binding on the Client(s) and the TREC Holder. If any fine is imposed or other adverse action is taken by the Commission or the Stock Exchange or NCCPL against the TREC Holder due to non-compliance of any of the provisions of the said Rules and/or any direction of the Commission or the Stock Exchange or NCCPL by the Client(s), the Client(s) shall be liable to pay the same to the TREC Holder and indemnify and keep indemnified the TREC Holder against all losses, costs, expenses, demands, proceedings and compensate the TREC Holder in all respect to the full extent.

16. The TREC Holder hereby discloses, and the Client(s) acknowledge(s) that the transaction and activity of margin trading/margin financing has its inherent risks, and consequently, the Client(s) by entering into this Agreement accepts such risks. Such risks include, but are not limited to, default risk, economic risk, market risk, regulatory risk, interest rate risk, priority rights of other creditors in case of liquidation, and other force majeure events like terrorism, acts of God, civil commotion, failure of communication and I.T. related systems downtime or other glitches, etc.

17. The Client(s) represent(s) that the funds being provided by him/her/them/it is/are his/her/its/their own funds and not obtained or borrowed from any other person.

18. All rules as per MTS provided by NCCPL may apply on client and TREC Holder both side.

IN WITNESS WHEREOF the parties hereto, have executed this Agreement on the date and year mentioned above

X _____
Signature of TREC Holder (Broker)

X _____
CLIENT(s)

WITNESSES

(Signature, Name And Addresses)

1. _____ 2. _____

Name: _____ Name: _____

Address _____ Address _____

C.N.I.C. No. _____ C.N.I.C No. _____

RISK DISCLOSURE DOCUMENT

This Risk Disclosure document is prescribed by the Pakistan Stock Exchange Limited (PSX) under Clause 13(1) of the Securities Broker (Licensing and Operations) Regulations, 2016.

This document contains important information relating to various types of risks associated with trading and investment in financial products (equity securities, fixed income instruments, derivatives contracts etc.) being traded at PSX. The customers should carefully read this document before opening trading account with a broker.

In case a customer suffers negative consequences or losses as a result of trading/investment, he/she shall be solely responsible for the same and PSX or Securities and Exchange Commission of Pakistan (SECP) shall not be held responsible/liable, in any manner whatsoever, for such negative consequences or losses.

The customers must acknowledge and accept that there can be no guaranteed profit or guaranteed return on their invested capital and under no circumstances a broker can provide customers such guarantee or fixed return on their investment in view of the fact that the prices of securities and futures contract can fall as well as rise depending on the market conditions and performance of the companies. Customers must understand that past performance is not a guide to future performance of the securities, contracts or market as a whole. In case the customers have any doubt or are unclear as to the risks/information disclosed in this document, PSX strongly recommends that such customer should seek an independent legal or financial advice in advance.

PSX neither singly or jointly and expressly nor impliedly guarantee nor make any representation concerning the completeness, accuracy and adequacy of the information contained in this document as this document discloses the risks and other significant aspects of trading/investment at the minimum level. PSX does not provide or purport to provide any advice and shall not be liable to any person who enters into a business relationship with a broker based on any information contained in this document. Any information contained in this document must not be construed as business/investment advice in any manner whatsoever.

THE CUSTOMERS MUST BE AWARE OF AND ACQUAINTED WITH THE FOLLOWING:

1. BASIC RISKS INVOLVED IN TRADING IN SECURITIES MARKET:

1.1 VOLATILITY RISK:

Volatility risk is the risk of changes in the value of financial product in any direction. High volatility generally means that the values of securities/contracts can undergo dramatic upswings and/or downswings during a short period. Such a high volatility can be expected relatively more in illiquid or less frequently traded securities/contracts than in liquid or more frequently traded one. Due to volatility, the order of a customer may not be executed or only partially executed due to rapid change in the market prices. Such volatility can also cause price uncertainty of the market orders as the price at which the order is executed can be substantially different from the last available market price or may change significantly thereafter, resulting in a real or notional loss.

X _____
Signature of Broker

X _____
Signature of Account Holder

X _____
Signature of Joint Account Holder

1.2 LIQUIDITY RISK:

Liquidity refers to the ability of market participants to buy and/or sell securities expeditiously at a competitive price and with minimal price difference. Generally, it is assumed that more the numbers of orders available in a market, greater is the liquidity. Liquidity is important because with greater liquidity, it is easier for customers to buy and/or sell securities swiftly and with minimal price difference and, as a result, customers are more likely to pay or receive a competitive price for their executed trades. Generally, lower liquidity can be expected in thinly traded instruments than in liquid or more frequently traded ones. As a result, order of customer may only be partially executed, or may be executed with relatively greater price difference or may not be executed at

all. Under certain market conditions, it may be difficult or impossible for the customers to liquidate a position in the market at a reasonable price, when there are no outstanding orders either on the buy side or on the sell side, or if trading is halted in a security/contract due to any reason.

1.3 SPECULATIVE TRADING RISK:

Speculation involves trading of a security/contract with the expectation that it will become more valuable in a very near future. These transactions are attempted to make profit from fluctuations in the market value of securities, rather than fundamental value of a security and/or underlying attributes embodied in the securities such as dividends, bonus or any other factor(s) materially affecting the price. Speculative trading results in an uncertain degree of gain or loss. Almost all investment activities involve speculative risks to some extent, as a customer has no idea whether an investment will be a blazing success or an utter failure. Day trading strategy is a common example of speculative trading in which customers buy and sell the same security/derivative within the same day, such that all obligations are netted off and closed and no settlement obligations stand. The customer indulging in a day-trading strategy needs to be more vigilant and informed than the customers investing for a longer period, as market may not move during the day as the day-trader originally anticipated, resulting in a loss to them.

1.4 RISK OF WIDER SPREAD:

The Bid-Ask spread is the difference between the offer price and bid price of a security/contract quoted by the Market Makers or trading parties. The size of spread is affected by a number of factors such as liquidity, volatility, free float (the total number of shares outstanding that are readily available for trading) etc. Generally, low liquidity, high volatility and low free float levels of a security may result in relatively wider Bid Ask Spread. The higher Bid-Ask spread can result in greater cost to customers.

1.5 RISK PERTAINING TO THE PRICE FLUCTUATIONS DUE TO CORPORATE ANNOUNCEMENT:

The corporate announcements by the issuers for the corporate actions or any other material information may affect the price of the securities. These announcements combined with relatively lower liquidity of the security may result in significant price volatility. The customers, while making any investment decision in such securities/contracts, are advised to take into account such announcements. Moreover, the customers should be cautious and vigilant in case fake rumors are circulating in the market. The Customers are advised to refrain from acting purely based on such rumors rather take well informed investment decision in light of all facts and circumstances associated with such securities and their issuers.

X _____
Signature of Broker

X _____
Signature of Account Holder

X _____
Signature of Joint Account Holder

1.6 RISK REDUCING ORDERS:

The customers can place orders for limiting the losses to certain amounts, such as Limit Orders, Stop Loss Orders, and Market Orders etc. Customers must ask their brokers for detailed understanding of these order types. Customers must acknowledge that placement of such orders for limiting losses to certain extent may not always be an effective tool due to rapid movements in the prices of securities and, as a result, such orders may not be executed.

1.7 SYSTEM RISK:

High volume trading will frequently occur at the market opening and before market close. Such high volumes may also occur at any point in the day causing delay in order execution or confirmation. During periods of volatility, on account of market participants continuously modifying their order quantity or prices or placing fresh orders, there may be delays in order execution and its confirmations.

1.8 SYSTEMIC RISK:

Systemic risk arises in exceptional circumstances and is the risk that the inability of one or more market participants to perform as expected will cause other participants to be unable to meet their obligations when due, thereby affecting the entire capital market.

1.9 SYSTEM AND NETWORKING RISK:

Trading on the PSX is done electronically, based on satellite/leased line based communications, combination of technologies and computer systems to place and route orders. All these facilities and systems are vulnerable to temporary disruption or failure, or any such other problem/glitch, which may lead to failure to establish access to the trading system/network. Such limitation may result in delay in processing or processing of buy or sell orders in part only or non-processing of orders at all. As with any financial transaction, the customer may experience losses if orders cannot be executed normally due to systems failures on the part of exchange or broker. The losses may be greater if the broker having customers' position does not have adequate back-up systems or procedures. Accordingly, the Customers are cautioned to note that although these problems may be temporary in nature, but when the customers have outstanding open positions or unexecuted orders, these limitations represent a risk because of obligations to settle all executed transactions.

1.10 RISK OF ONLINE SERVICES:

The customers who trade or intend to trade online should fully understand the potential risks associated with online trading. Online trading may not be completely secure and reliable and may cause delay in transmitting information, execution of instructions due to technological barriers. Moreover, the customer acknowledges and fully understands that he/she shall be solely responsible for any consequences arising from disclosure of the access codes and/or passwords to any third person or any unauthorized use of the access codes and/or passwords.

1.11 REGULATORY/LEGAL RISK:

Government policies, rules, regulations, and procedures governing trading on the exchange are updated from time to time. Such regulatory actions and changes in the legal/regulatory ecosystem including but not limited to changes in tax/levies may alter the potential profit of an investment. Some policies of the government may be focused more on some sectors than others thereby affecting the risk and return profile of the investment of the customers in those sectors.

X _____
Signature of Broker

X _____
Signature of Account Holder

X _____
Signature of Joint Account Holder

2. RISKS IN DERIVATIVE AND LEVERAGE PRODUCTS:

Derivative and leveraged trades enable the customer to take larger exposure with smaller amount of investment as margin. Such trades carry high level of risk and the customers should carefully consider whether the trading in the derivative and leveraged products is suitable for them, as it may not be suitable for all customers. The higher the degree of leverage, the greater the possibility of profit or loss it can generate in comparison with the investment involving full amount. Therefore, the customers should trade in the derivative and leveraged products in light of their experiences, objectives, financial resources and other relevant circumstances. Derivative product namely Deliverable Futures Contract, Cash Settled Futures Contract, Stock Index Futures Contract and Index Options Contracts and leveraged products namely Margin Trading System, Margin Financing and Securities Lending and Borrowing are available for trading at stock exchange. The customer transacting in the derivative and leveraged markets needs to carefully review the agreement provided by the brokers and also thoroughly read and understand the specifications, terms and conditions which may include markup rate, risk disclosures etc. There are a number of additional risks that all customers need to consider while entering into derivative and leveraged market transactions. These risks include the following:

(a) Trading in the derivative and leveraged markets involves risk and may result in potentially unlimited losses that are greater than the amount deposited with the broker. As with any high risk financial product, the customer should not risk any funds that the customer cannot afford to lose, such as retirement savings, medical and other emergency funds, funds set aside for purposes such as education or home ownership, proceeds from student loans or mortgages, or funds required to meet living expenses.

(b) All derivative and leveraged trading involves risk, and there is no trading strategy that can eliminate it. Strategies using combinations of positions, such as spreads, may be as risky as outright long or short positions. Trading in equity futures contracts requires knowledge of both the securities and the futures markets.

(c) The customer needs to be cautious of claims of large profits from trading in such products. Although the high degree of leverage can result in large and immediate gains, it can also result in large and immediate losses.

(d) Because of the leverage involved and the nature of equity futures contract transactions, customer may feel the effects of his/her losses immediately. The amount of initial margin is small relative to the value of the

futures contract so that transactions are 'leveraged' or 'geared'. A relatively small market movement will have a proportionately larger impact on the funds the customer has deposited or will have to deposit. This may work against customer as well as for him/her. Customer may sustain a total loss of initial margin funds and any additional funds deposited with the broker to maintain his/her position. If the market moves against his/her position or margin levels are increased, customer may be called upon to pay substantial additional funds on short notice to maintain his/her position. If the customer fails to comply with a request/call for additional funds within the time specified, his/her position may be liquidated/squared-up at a loss, and customer will be liable for the loss, if any, in his/her account. (e) The customer may find it difficult or impossible to liquidate/square-up a position due to certain market conditions. Generally, the customer enters into an offsetting transaction in order to liquidate/square-up a position in a derivative or leverage contract or to limit the risk. If the customers cannot liquidate position, they may not be able to realize a gain in the value on position or prevent losses from increasing. This inability to liquidate could occur, for example, if trading is halted due to some emergency or unusual event in either the equity futures contract or the underlying security, no trading due to imposition of circuit breaker or system failure occurs on the part of exchange or at the broker carrying customers' position. Even if customers

X _____
Signature of Broker

X _____
Signature of Account Holder

X _____
Signature of Joint Account Holder

can liquidate position, they may be forced to do so at a price that involves a large loss. (f) Under certain market conditions, the prices of derivative contracts may not maintain their customary or anticipated relationships to the prices of the underlying security. These pricing disparities could occur, for example, when the market for the equity futures contract is illiquid, when the primary market for the underlying security is closed, or when the reporting of transactions in the underlying security has been delayed.

(g) The customer may be required to settle certain futures contracts with physical delivery of the underlying security. If the customer hold position in a physically settled equity futures contract until the end of the last trading day prior to expiration, the customer shall be obligated to make or take delivery of the underlying securities, which could involve additional costs. The customer should carefully review the settlement and delivery conditions before entering into an equity futures contract.

(h) Day trading strategies involving equity futures contracts and other products pose special risks. As with any financial product, customers who seek to purchase and sell the same equity futures in the course of a day to profit from intra-day price movements ("day traders") face a number of special risks, including substantial commissions, exposure to leverage, and competition with professional traders. The customer should thoroughly understand these risks and have appropriate experience before engaging in day trading. The customer should obtain a clear explanation of all commission, fees and other charges for which he/she will be liable. These charges will affect net profit (if any) or increase loss.

3. GENERAL:

3.1 ASSETS HELD WITH BROKERS:

The customer should familiarize him/herself with the measures available for protecting from the risk of misappropriation or misuse of cash and securities held with the brokers. For such purpose, he/she may opt for UIN Information System (UIS) provided by National Clearing Company of Pakistan Limited (NCCPL). The customer should also provide correct mobile number/email address in order to receive SMS/e-Alerts services being provided by the NCCPL and Central Depository Company of Pakistan Limited (CDC) on each trade and movement of their securities.

Moreover, the customers should be aware of the protections given to money and securities deposited with the brokers, particularly in the event of a default by such broker or the broker's insolvency or bankruptcy. The customer recognizes that in such default/insolvency/bankruptcy scenario, the customer may recover his/her money and/or property to such extent as may be governed by relevant PSX Regulations and/or local laws in force from time to time.

3.2 CUSTOMERS RIGHTS AND OBLIGATIONS:

The customer must understand their rights and obligations as well as the rights and obligations of the brokers specified under the PSX Regulations and the Standardized Account Opening Form, Know Your Client Form, Standardized Sub-Account Opening Form of CDC, and Agreement(s) of Leveraged Products (Margin Trading System, Margin Financing and Securities Lending and Borrowing), where applicable, and any other applicable Rules, Regulations, Guidelines, Circulars etc. as may be issued by SECP and PSX from time to time.

X _____
Signature of Broker

X _____
Signature of Account Holder

X _____
Signature of Joint Account Holder

- (a) The customers should ensure that they deal through the registered branch and with the registered agents/Traders/Representatives of the broker. The customer shall also verify such details from the website of PSX and Jamapunji (www.jamapunji.pk);
- (b) Customer at the time of establishing relationship with the brokers, should obtain a clear explanation of all brokerage, commission, fees and other charges for which customer will be liable to pay and these charges will affect net cash inflow or outflow;
- (c) It is obligatory for the brokers to issue contract note, in either electronic form or hard copy, by next working day of trading. The contract note shall contain all information relating to trade execution including commission and charges applicable on the customers. In case contract note is not issued, customer should inquire with broker immediately and in case the matter is not resolved, the same should be reported to the PSX;
- (d) The customers should match the information as per the contract notes with the SMS/e-Alert received from CDC and/or NCCPL and may also verify from the UIS facility from the website of NCCPL.

UNDERTAKING

I, the customer, hereby acknowledge that I have received this Risk Disclosure Document and have read and understood the nature of all risks and other contents and information provided in this document.

Date _____

X _____
Signature of Broker

X _____
Signature of Account Holder

X _____
Signature of Joint Account Holder

Certificate of Foreign Status of Beneficial Owner for United States Tax Withholding and Reporting (Individuals)

(Rev. February 2014)

Department of the Treasury
Internal Revenue Service

► For use by individuals. Entities must use Form W-8BEN-E.
► Information about Form W-8BEN and its separate instructions is at www.irs.gov/formw8ben.
► Give this form to the withholding agent or payer. Do not send to the IRS.

OMB No. 1545-1621

Do NOT use this form if:

- You are NOT an individual **W-8BEN-E**
- You are a U.S. citizen or other U.S. person, including a resident alien individual **W-9**
- You are a beneficial owner claiming that income is effectively connected with the conduct of trade or business within the U.S. (other than personal services) **W-8ECI**
- You are a beneficial owner who is receiving compensation for personal services performed in the United States **8233 or W-4**
- A person acting as an intermediary **W-8IMY**

Instead, use Form:

Identification of Beneficial Owner (see instructions)

1 Name of individual who is the beneficial owner	2 Country of citizenship
3 Permanent residence address (street, apt. or suite no., or rural route). Do not use a P.O. box or in-care-of address.	
City or town, state or province. Include postal code where appropriate.	Country
4 Mailing address (if different from above)	
City or town, state or province. Include postal code where appropriate.	
Country	
5 U.S. taxpayer identification number (SSN or ITIN), if required (see instructions)	6 Foreign tax identifying number (see instructions)
7 Reference number(s) (see instructions)	8 Date of birth (MM-DD-YYYY) (see instructions)

Claim of Tax Treaty Benefits (for chapter 3 purposes only) (see instructions)

9 I certify that the beneficial owner is a resident of _____ within the meaning of the income tax treaty between the United States and that country.

10 Special rates and conditions (if applicable—see instructions): The beneficial owner is claiming the provisions of Article _____ of the treaty identified on line 9 above to claim a _____ % rate of withholding on (specify type of income): _____

Explain the reasons the beneficial owner meets the terms of the treaty article: _____

Certification

Under penalties of perjury, I declare that I have examined the information on this form and to the best of my knowledge and belief it is true, correct, and complete. I further certify under penalties of perjury that:

- I am the individual that is the beneficial owner (or am authorized to sign for the individual that is the beneficial owner) of all the income to which this form relates or am using this form to document myself as an individual that is an owner or account holder of a foreign financial institution,
 - The person named on line 1 of this form is not a U.S. person,
 - The income to which this form relates is:
 - (a) not effectively connected with the conduct of a trade or business in the United States,
 - (b) effectively connected but is not subject to tax under an applicable income tax treaty, or
 - (c) the partner's share of a partnership's effectively connected income.
 - The person named on line 1 of this form is a resident of the treaty country listed on line 9 of the form (if any) within the meaning of the income tax treaty between the United States and that country, and
 - For broker transactions or barter exchanges, the beneficial owner is an exempt foreign person as defined in the instructions.
- Furthermore, I authorize this form to be provided to any withholding agent that has control, receipt, or custody of the income of which I am the beneficial owner or any withholding agent that can disburse or make payments of the income of which I am the beneficial owner. **I agree that I will submit a new form within 30 days if any certification made on this form becomes incorrect.**

Sign Here

X _____
Signature of beneficial owner (or individual authorized to sign for beneficial owner) Date (MM-DD-YYYY)

Print name of signer Capacity in which acting (if form is not signed by beneficial owner)

For Paperwork Reduction Act Notice, see separate instructions.

Cat. No. 25047Z

Form **W-8BEN** (Rev. 2-2014)

PROFIT ON IDLE FUNDS

Dear Valued Customer,

Arif Latif Securities (Pvt.) Limited is offering returns on your idle funds deposited with the company as instructed by Pakistan Stock Exchange in your trading account at the rate announced by State Bank of Pakistan. In this respect you are requested to select one of the below options and send us the duly signed form at Room # 414, 415 Pakistan Stock Exchange Building, Lahore.

Regards,

For Arif Latif Securities (Pvt.) Limited

Date:

Authorized Signatory

The Manager Operations
Arif Latif Securities (Pvt.) Limited.
Lahore

Dear Sir,

This is in context to my/our online trading Account No. _____ maintained with **Arif Latif Securities (Pvt.) Limited** regarding earning of competitive rate of returns on idle funds deposited in my/our above mentioned online trading account, I/we would like:

Credit profit on my Idle Funds in my online trading account at Arif Latif Securities (Pvt.) Limited.

I do not wish to avail this facility. I do not require any profit on my idle funds. Arif Latif Securities (Pvt.) Limited.

Thank you

X _____
Signature of the Account Holder

LETTER OF AUTHORIZATION

The undersigned hereby authorizes:

Mr. _____ S/O _____

having ID Card # _____ and (whose signatures appear below) with full discretion, power and authority to sell, purchase, trade including short sale in (Regular, MTS, Margin Financing, Future) markets available at PSX- Pakistan Stock Exchange for the undersigned's account and risk in the undersigned's name and account maintained with Arif Latif Securities (Pvt.) Limited.

Arif Latif Securities (Pvt.) Limited is authorized to follow the instructions of:

Mr. _____ in every respect concerning the trading account of the undersigned in the same manner and with the same force and effect as the undersigned might or could do with respect to his trading account as well as with respect to all other things necessary or incidental to the furtherance or conduct of such purchases and sales transactions carried out at Pakistan Stock Exchange.

Mr. _____ is completely authorized to take all steps required for the settlement of trades with **Arif Latif Securities** (Pvt.) Ltd. or with the Pakistan Stock Exchange through Arif Latif Securities (Pvt.) Limited. These steps may include but are not limited to the payments made to and received from Arif Latif Securities (Pvt.) Limited on behalf of the undersigned's account.

INDEMNIFICATION: The undersigned hereby ratifies and confirms any and all transactions with Arif Latif Securities (Pvt.) Limited heretofore or hereafter made by the Authorized agent for the undersigned's account. The undersigned agrees to indemnify and hold Arif Latif Securities (Pvt.) Limited harmless from and to pay Arif Latif Securities (Pvt.) Limited promptly on demand any and all losses arising thereon and any debit balance in the undersigned's account.

This Trading Authorization/Power of Attorney and Indemnification is also a continuing one and shall remain in full force and effect until revoked by the undersigned by a written notice addressed to Arif Latif Securities (Pvt.) Limited and delivered to Arif Latif Securities (Pvt.) Limited office at its registered address, but such revocation shall not affect any liability in any way resulting from transactions initiated prior to such revocation. This Trading Authorization/Power of Attorney and Indemnification shall inure to the benefit of Arif Latif Securities (Pvt.) Limited and of any successor firm or firms irrespective of any change or changes at any time in the personnel thereof for any cause whatsoever, and of the assigns of Arif Latif Securities (Pvt.) Limited or any successor firm.

Account # _____

Date: _____

Signature of Account Holder

Signature of person Authorized to trade

Name in Block Letters

Name in Block Letters

Thumb Impression

Thumb Impression

Mobile # _____

Mobile # _____

CUSTOMER RESPONSIBILITIES

It is stated that I fully undertake and understand the below mentioned responsibilities.

- 1- I fully understand that it is my responsibility to read each and every page and all the terms and conditions of the account opening form and shall not sign any material which is unread or not fully understood or not acceptable to me. It is my responsibility to receive the copy of the a/c form from the company.
- 2- I fully understand that it is my responsibility to carefully go through the brokerage rates and all other fees charges to me by the company before making the first trade and I shall not sign a blank brokerage rates form.
- 3- I fully understand that depending on the business policies from time to time and market conditions the company may allow me to trade below the prescribed margin limits but being a responsible investor it is my responsibility to keep my account within the margin limits prescribed by the company and understand the risk of high leverage.
- 4- I fully understand that it is my responsibility to regularly and carefully go through the e-mails and SMS messages regarding my trades sent to me by the company or NCCPL and CDC. I shall also inform the company immediately if I am not receiving my trade confirmations through email, and SMS message when any trade is carried out in my account.
- 5- I fully understand that it is my responsibility to inform the company within 48 hours or earlier regarding any trade to which I disagree, which is not carried out by me or on my instructions.
- 6- I fully understand that margin trading / leveraged account has a very high risk. In a leveraged account I can lose my entire money and my account can even go negative if the positions are not liquidated in time. It is my responsibility to fully understand the risk of margin trading before getting into such trading activity.

As a responsible investor I fully undertake that I will fulfill all my responsibilities and will not hold company responsible for any negligence on my part.

X _____
Signature

AUTHORITY TO LIQUIDATE THE ACCOUNT IF MY TRADING MARGIN FALLS BELOW 15% OR THREE TRADING FLOORS

I / we hereby give complete authority and discretion to Arif Latif Securities (Pvt.) Limited to liquidate my account fully or partially as the company may desire if at any time the margin in my trading account falls below 15% or three trading floors.

The company may or may not inform me prior to selling the shares in my trading account. I fully undertake that any loss incurred in my account due to liquidation of shares will be paid by me and I will not hold the company responsible even if the shares are sold at the lowest price of the day.

X _____
Client Signature

KYC / CDD Checklist

Date	Account Title	Account / UIN #
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SECTION A

Minimum Information / Documents to be provided by Investor			
	Pls tick	Pls tick	Pls tick
1. Individuals/Sole Proprietorships		2. Partnerships	3. Institutions/Corporates
CNIC of Principal and Joint Holders / Passport for Foreign Nationals / NICOP for non-resident Pakistanis		CNICs/NICOP of all partners, as applicable	CNIC / NICOP of Authorized Signatories and Directors
Proof of Employment/Business		Partnership Deed	List of Directors and Officers
NTN Certificate, where available		Latest financial statements	NTN Certificate
		Certificate of Registration (in case of registered partnership firm)	Documentary evidence of Tax Exemption (if applicable)
		NTN Certificate	Certificate of Incorporation
			Certificate of Commencement of Business
			Certified Copy of Board Resolution
			Memorandum & Articles of Association/ Bye Laws/ Trust Deed
			Audited Accounts of the Company
4. Trusts		5. Clubs Societies and Associations	6. Executors/Administrators
CNICs of all trustees		Certified copy of certificate of Registration	CNICs of all Executors/Administrators
Certified copy of the Trust Deed		List of members	Certified copy of Letter of Administration
Latest financials of the trust		CNIC/NICOP of members of Governing Board	
Documentary Evidence of Tax Exemption (if applicable)		Certified copy of bylaws/rules and regulations	
Trustee/Governing Body Resolution		Copy of latest financials of Society/Association	
		Board/Governing Body Resolution	
If documents / information is complete, proceed to Section B			
List any missing documents / information below:			
1			
2			
If ANY document or information is missing, proceed to Section G.4			

SECTION B

Assessment of information provided in section A		
Based on information provided in A,		
1. Is the investor also the ultimate beneficiary of the funds to be invested	YES	NO
If NO, joint account should be opened or power of attorney be provided by ultimate beneficiary with relevant documentary details of the beneficiary		
2. In case the Investor is a private company , IS the latest shareholders' list available	YES	NO
3. In case of Government Accounts , Mark YES if the account is not in the personal name of the government official A resolution / authority letter (duly endorsed by Ministry of Finance or Finance Department of concerned government) is available, which authorizes the opening and operating of this account by an officer of federal / provincial / local government in his / her official capacity	YES	NO
If the answer to any of the above questions was 'NO', go to section G.3 or G.4, otherwise go to Section C		

SECTION C

Risk Category of Investor	Please tick box		
1. Government Department / Entity		LOW RISK	<i>Go to Section G.1</i>
2. Public listed company		LOW RISK	<i>Go to Section G.1</i>
3. Private limited company		MEDIUM RISK	<i>Go to Section G.2</i>
4. Non-Governmental Organization (NGO)		HIGH RISK	<i>Go to Section G.3</i>
5. Trust / Charity		HIGH RISK	<i>Go to Section G.3</i>
6. Unlisted Financial institution			<i>Go to Section D</i>
7. Individual			<i>Go to Section E</i>

SECTION D

Unlisted Private Financial Institution (NBF)			
Is the unlisted private financial institution domiciled in Pakistan and is regulated by the SECP/State Bank of Pakistan (SBP)		YES	NO
OR			
Is it domiciled in a FATF member country that is satisfactorily following the FATF recommendations and is supervised by regulatory body		YES	NO
If YES, proceed to Section G.1		If NO, proceed to Section G.3	

SECTION E

Individual		
1. Is the person a non-resident Pakistani	YES	NO
2. Is the person a high net worth individual with no identifiable source of income or his/her profile/source of income doesn't match with size & quantum of investments/	YES	NO
3. Is the person involved in dealing in high value items (based on declared occupation)	YES	NO
4. Is the person a foreign national	YES	NO
5. Does the person appear to have links or money transfer to/from offshore tax havens or belongs to country(s) where KYC/CDD and anti money laundering regulations are lax (in terms of not sufficiently applying FATF recommendations)	YES	NO
6. Is there any reason to believe that the person has been refused account opening by another financial institution / brokerage house	YES	NO
7. Is the person opening the brokerage account on a non-face-to-face basis/on-line	YES	NO
If the response to any question (1-7) above was 'YES', proceed to Section G.3		
8. Is the person a holder of a senior level public (government) office i.e. a politically exposed person (PEP) or a family member of PEP.	YES	NO
9. Is the person a holder of high profile position (e.g. senior politician)	YES	NO
If the response to any question (8-9) above was 'YES', proceed to Section F, else proceed to Section G.1		

SECTION F

Politically Exposed Person / Foreign National / Holders of High Profile Position		
Is the brokerage account relationship with this high risk category person including politically exposed person/ foreign national/ holder of high profile position, approved by the Nominee Director, CEO/ COO of the brokerage house (approval shall be provided by management through signing the respective Account Opening Form)	YES	NO
If YES, proceed to Section G.3	If NO, proceed to Section G.4	

SECTION G

Investor Risk Profile		
	Risk Classification	KYC Requirements
G.1	LOW RISK	Reduced KYC Requirements shall be applicable: Investor account can be opened once information / documents mentioned in section A have been provided.
G.2	MEDIUM RISK	Greater care required and documents listed in Section A should be obtained before opening of account.
G.3	HIGH RISK	Enhanced KYC Requirements shall be applicable: Investor account can be opened once information / documents mentioned in section A have been provided. Transactions shall be monitored to ensure that the funds used for investments are from an account under the Investor's own name in a financial institution (e.g. bank) subject to high due diligence standards and the amount and frequency of investments are not unusual given the nature and financial strength of the Investor
G.4	HIGH RISK	Account cannot be opened as KYC Requirements have not been fulfilled.

CONFIRMATION of physical presence of customer when opening account	YES	NO
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Other Comments

Completed by:	<i>Name of Sales Person / Agent</i>	<i>Signature</i>	<i>Date</i>
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Checked by:	<i>Name of Compliance Person</i>	<i>Signature</i>	<i>Date</i>
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