

AMRAPALI CAPITAL AND FINANCE SERVICES LIMITED

Policy for Inactive / Dormant account

Policy for Inactive / Dormant account:

This Policy defines the treatment of Inactive/ Dormant accounts of the clients maintained with the Company.

Definition of Inactive/ Dormant accounts

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

In case of Demat account the term Inactive/Dormant account refers to such account wherein no debit transactions have taken place for a continuous period of 12 months.

Transaction in Inactive/ Dormant Trading Accounts

Inactive/Dormant accounts identified based on the above criteria shall be flagged as such in ACFSL's record. ACFSL reserves the right to freeze/deactivate such accounts and shall not permit to carry out any fresh transactions in such account. The clients account would be reactivated only after undertaking proper due diligence process and fulfillment of such conditions as may be deemed fit, in the cases where the account has been freezed/deactivated.

The client's request through letter/registered email ID/recorded telephone lines may be impressed upon to reactivate the account or carry out any fresh transactions in inactive/dormant accounts.

Debit Transaction in Inactive/Dormant Demat Accounts

The Demat accounts wherein no debit transaction had taken place for a continuous period of 12 months shall be flagged as Inactive/Dormant accounts. Additional due diligence would be observed over and above the normal verification procedure while processing any debit transactions in such accounts. The transaction shall also be verified with the BO in case of high value debits and the details of the process, date, time, etc., of the verification on the instruction slip shall be recorded under the signature of a senior official.

The above stated policy may vary depending on various rules, regulations and bye laws as may be prescribed by SEBI, exchanges or any other authority or as per internal policy of ACFSL from time to time. This Policy for dormant accounts is over and above the transaction monitoring in Dormant account as per Anti-Money laundering Policy of the Company.