

“MOST IMPORTANT” – Compulsory Update Mobile, Email and Income

Dear Customer,

Hope you are doing well in this Covid epidemic!

Please Stay Home and Stay Safe.

You are requested to take note of following subject and please take appropriate actions.

Sub.- Mobile, Email and Income details update and validation

Ref.: Circulars from; (1) BSE: [20210401-53](#) dated April 01, 2021, (2) NSE: [07/2021](#) (Download Ref. No.: NSE/ISC/47869) dated April 01, 2021 and (3) CDSL: [CDSL/OPS/DP/POLCY/2021/152](#) April 05, 2021

As per above circulars following are the important points to be noted by you.

From August 1st, 2021 any account with NON VERIFIED MOBILE & EMAIL ID as well as discrepancies in below mentioned field items will be marked as INACTIVE and you will be not be able to trade in the trading account or transfer any securities from Demat account.

1) Valid PAN:

If your PAN is NOT LINKED with AADHAAR, the PAN will be considered as INVALID PAN.

To check the status of your PAN – AADHAAR linkage

<https://eportal.incometax.gov.in/iec/foservices/#/prelogin/lk-aadhaar-status>

To link your PAN with AADHAAR <https://eportal.incometax.gov.in/iec/foservices/#/prelogin/bl-link-aadhaar>

2) Valid Mobile Number and Valid EmailID:

In your trading and Demat account, valid mobile number and valid email id is compulsory. In case of Joint Demat Account, valid mobile number and valid email id is compulsory for all Joint Demat account holders; Common valid Mobile number and common valid email id can be used between “FAMILY MEMBERS” only.

“FAMILY MEMBERS” means owner of valid mobile number/valid email id, spouse, dependent parents and dependent children only. If common valid mobile number and common valid email id is mapped in NON FAMILY MEMBERS’ Demat and trading account, then account will be considered as NON COMPLIANTACCOUNT. If you have used common mobile and/or email id, you have to give family flag declaration. **Please give family flag declaration as soon as possible** before your account is marked as NON COMPLIANT ACCOUNT.

3) Verified Mobile number and Verified Email ID:

All exchange (NSE/BSE/MCX/) and depository (CDSL), will send verification sms and email on your valid mobile number and valid email id.

Please reply as per directions given in sms and email so that your mobile number and email id will be verified. Only VERIFIED MOBILE NUMBER AND VERIFIED EMAIL ID will be COMPLIANT accounts. Any account with Non verified mobile number and email id will be NON COMPLIANT.

4) Income and Net Worth Update:

Your **investment and trading activity should match with your income and net worth declared** with us. As per the circular, **your account must have updated income and net worth details and need to be updated every year.** If you trade in F&O, CDS and Commodity Segments, then every year you have to provide Income proof or net worth certificate.

(Valid Income Proofs: (i) Bank Account Statement – Last 6 Months (ii) Copy of Latest ITR Return (iii) DP Holding Statement (iv) Audited Balance Sheet and P&L (v) Salary Slip or Form 16 of Salary Income.)

You are requested to complete the verification of your Demat and trading account details, give family declarations if applicable and update your income and/or net worth details.

For this purpose, please connect with the SKSE office or to your broker where your code is mapped.

- 1. In case of Trading & Demat account with SKSESL** update your e- mail/mobile/Income using [SKSE back office client login](#) - (<https://tradeweb.skse.com>). Download Back Office Process flow from our website.
- 2. In case of only Demat Account is with SKSESL** Kindly update your e- mail/mobile/Income by providing modification Form. You can download the same from our website www.skse.com (Ask Your respective Authorized Person/Broker or call on 0281-6102020/30 (Dp & Kyc Department)

Download below documents from www.skse.com

- 1. UCC Update Notice**
- 2. Family Declaration**
- 3. Back Office Update Process Flow**
- 4. Modification Form**

Thanking you.

Team Compliance

SKSE Securities Limited.

(Address: 2nd Floor, Saket Plaza, 11, Street Number 1, Panchnath Plot, Sadar, Rajkot, Gujarat 360001)

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