

Change in Directors/Partners/shareholding of the sub-broker

The trading member is required to send the following documents to the Exchange for seeking approval for change in Directors/Partners/shareholding of the sub-broker:

1. Letter from the trading member on his letter head duly stamped & signed as per Annexure I;
2. Letter from the sub-broker on his letter head addressed to the trading member as per Annexure II;
3. Form B with the updated details of Directors/partners of the sub-broker (Refer circular 60, download NSE/MEM/275 dated June 12,1997)
4. Details of Directors/ partners of the sub-broker as per Annexure III;
5. Shareholding pattern of the sub-broker truly certified by a practising Chartered Accountant as per Annexure L;
6. Pan card copy of the incoming Director/partner/shareholder truly certified by the trading member;
7. Address proof of the incoming Director/partner truly certified by the trading member;
8. Qualification proof of the incoming Director/partner truly certified by the trading member;
9. Following proof for change of Director/partner/shareholding truly certified by the trading member:

Category	Documents required
Partnership Firm	➤ Certified copy of an acknowledged copy of application filed with Registrar of Firm (RoF) alongwith the challan
LLP/Corporate	➤ Certified copy of form filed with ROC along with the challan.

10. In case of change in partners, truly certified copy of old partnership deed & Retirement cum partnership deed;