## **PROCESS TO OPEN DEMAT & TRADING ACCOUNT OFFLINE**

This is the traditional method we have all followed for a long time before online KYC Aadhar authentication was permitted by SEBI. You can either call for a representative from the broker office to visit you or you can go to the broker's office for offline account opening. Here are the steps to follow for offline demat account opening.

- Fill out the demat application form and attach proof of identity and a proof of address. These proofs can be photocopies of appropriate documents, but it is mandatory to carry the originals with you for spot verification.
- The next step is to execute the client agreement with your broker / DP. It outlines your responsibilities and rights as a trader/investor as well as where you stand vis-à-vis your brokerage firm / DP. This is an important document for future reference.
- Then the broker verifies the documents and if found fit in all aspects, the Beneficial Owner Identification Number (or BOID) and the Unique Client Code (UCC) is allocated. If you are an online trade, the login and password are also given for access.
- The online demat account opening happens in just less than 2 days while the offline process can take 5-7 days. Demat account opening along with the trading account requires proof of identity, proof of residence, PAN Card, Cancelled Cheque as proof of bank account and bank statement / tax returns as proof of income.

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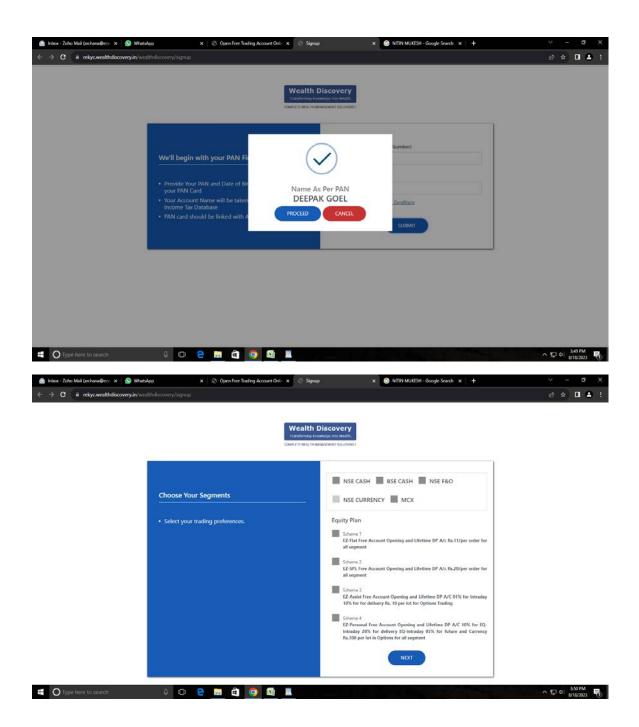
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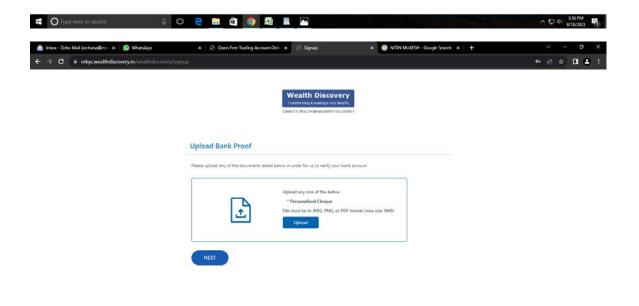
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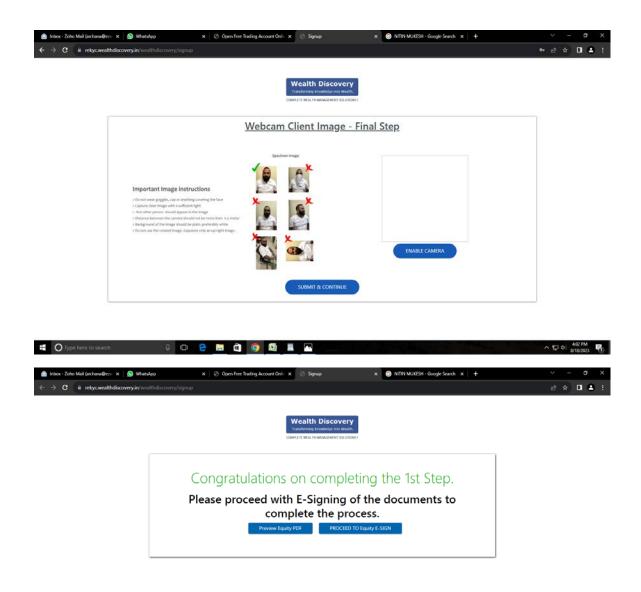
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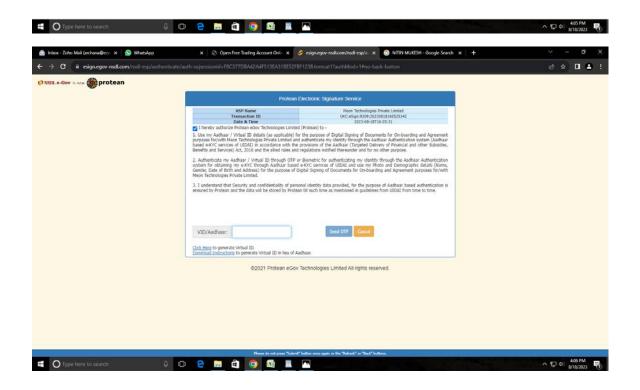
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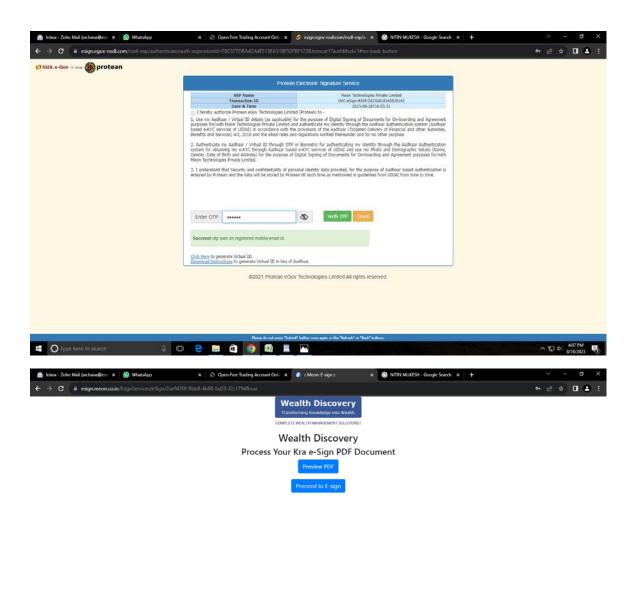
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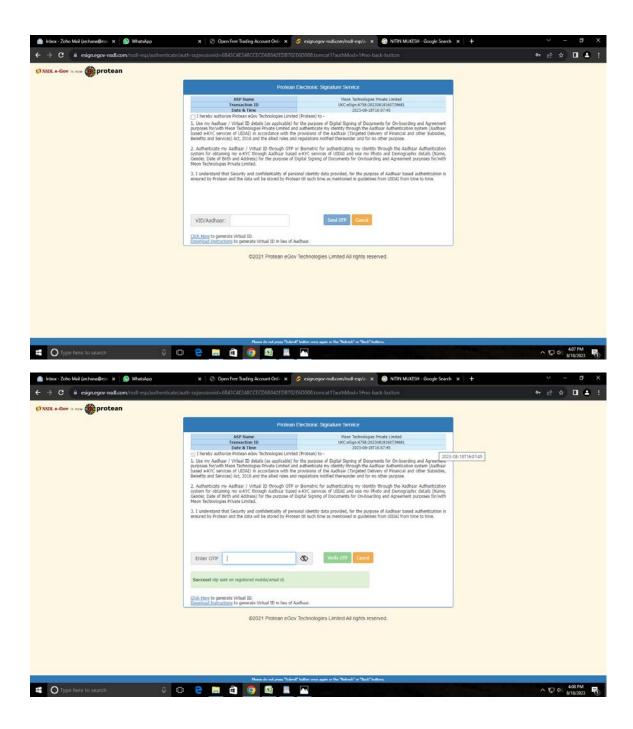


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