

CHECK LIST FOR PARTNERSHIP ACCOUNT

Checklist required for Partnership Account

1. Partnership Firm Pan Card
2. Partnership Firm Address Proof
3. Partnership Firm Bank proof
4. Partnership Firm deed – if this is re-constitution, then old deed/s will also be required. This deed should specify partners and their respective share holding. Should also have clause for trading in Securities
5. Partnership firm registration certificate is required if the said Partnership firm is registered.
6. 2 Years Balance Sheet – if incorporation is latest and financial year is not completed, then Net-worth Certificate will be required from company CA – Chartered Accountant. If Financial year is completed, then mandatorily balance sheet will be required. Gross Annual Income and Net-worth details in Balance Sheet should tally with Financials details declared on the KYC form.
7. Declaration requirement – for specifying holders in DP (refer attachment in KYC form).
8. Declaration requirement – for specifying authorized partner for opening and operating trading account.
9. All partners pan card and address proof required

Other Important Information:-

How will we open the account :-

Trading account will be opened in the name of the partnership firm while the DP will be opened in the name of Individual partners. In the field of partners pan, pls put partnership firm pan in the dp page i.e. page 9. DP related pages are those pages where there are three signatures available on form (holder 1, holder 2 and holder 3).

Since the trading account will be opened in the name of the firm and the demat account will be opened in the name of the partners, pls take partnership declaration accordingly.

Who shall sign the KYC and documents of the Partnership firm :-

The partnership declaration specifies the name of the partners who shall sign the KYC form and partnership firm related documents for opening of trading and demat account. Since the trading account will be opened in the name of the firm and the demat account will be opened in the name of the partners, pls take partnership declaration accordingly. If declaration specifies out of 5 partners only one partner is authorized, then on the entire KYC form only one signature will be done and only his name should be mentioned in demat related pages. Additional names in dp pages mentioned will be liable for rejection.

Important :- documents such as copy of pan card and address proof of the partners will have to be signed by the individual person himself.

Format for Declaration from Partnership Firm
(To be obtained on pre-printed letter head of the partnership firm)

To, Date:
Reliance Securities Ltd
11th Floor, R-Tech IT Park, Nirlon Compound, Off Western Express Highway, Goregaon (East)
Mumbai - 400063

Dear Sir,

We refer to the trading account being opened with you in the name of _____ and declare and authorize you as under.

We recognize that a beneficiary account cannot be opened with a depository participant in the name of a partnership firm as per regulations. To facilitate the operation of the above trading account with you and for the purpose of completing the securities transfer obligations pursuant to the trading operations, we authorize you to recognize the beneficiary account no.13041400 - _____ with Depository "Reliance Securities Limited" opened as a joint account in the names of the partner of the firm.

We agree that the obligations for shares purchased and / or sold by the firm will be handled and completed through transfer to /from the above-mentioned account. We recognize and accept transfers made by you to the above-mentioned beneficiary account as complete discharge of obligations by you in respect of trades executed in the above trading account of the firm.

We hereby authorize _____, partner in the firm to execute /sign and submit document, agreements, deed, etc as may be necessary to enter into agreement and engage business with Reliance Securities Ltd for the purpose of opening **trading account** and to place order for buying and selling of securities, sell, purchase, endorse, negotiate and do other thing that may be necessary to engage in business on behalf of the partnership firm and to sign any authority letter including adjustment of balance

We hereby authorize _____, partner in the firm to jointly / severally execute /sign and submit document, agreements, deed, etc as may be necessary to enter into agreement and engage business with Reliance Securities Ltd for the purpose of opening **demat account** and to transfer, endorse, negotiate and do other thing that may be necessary to engage in business on behalf of the partnership firm and to sign any authority letter including adjustment of balances.

Further, we acknowledge that we undersigned being partners of the above mentioned firm are responsible for the liabilities thereof. We shall advise you in writing for any change that take place in the constitution of the firm at any time in the future.

Certified True Copy

	Partner (1st)	Partner (2nd)	Partner (3rd)
Signature			

Name			