

Policy on Dormant account

This policy defines the treatment of Dormant/Inactive accounts of the clients maintained with the company.

Definition of Dormant / Inactive accounts

In case of trading account the term dormant/Inactive account refers to such account where no transaction have been carried out since last 6(six) calendar months from the account opening date or last transaction date done by client.

In case of Demat account the term Dormant/Inactive accounts refers to such accounts where no debit transaction had taken place for a continuous period of 6(six) months.

Transactions in Dormant / Inactive Trading accounts

The Dormant accounts identified based on the above criteria shall be flagged as such in IIT Investrust's record. IIT Investrust reserves the right to freeze/deactivate such accounts and shall not permit to carry out any fresh transactions in such account. The concerned department shall mark the client status as "inactive" or "dormant" in front/back office software of CTCL and IML and back office software. 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 frozen/ deactivated.

The client's request through request form/designated email Id (preferably in the standard format given hereunder as Annexure) may be acted upon to reactivate the account or carry out any fresh transactions in a dormant /Inactive accounts.

Debit Transaction in Dormant Demat Accounts

The Demat accounts wherein no debit transaction had taken place for continuous period of 6 (six) months shall be flagged as Dormant/Inactive accounts. Additional due diligence would be observed over and above normal verification procedure while processing any debit transaction in such accounts. The transaction shall also be verified with 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, exchange or any other authority or as per internal policy of IIT Investrust Ltd 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.

Return of Assets: If the account remains dormant for one year or more then the Balances lying in the Dormant Trading accounts may be returned to the client at the time of the relevant calendar quarterly/monthly settlement. In the event the client wishes to receive the funds/securities from such Trading account at any time, the Client may make a request in writing for refund of the funds/securities lying in the dormant account. The

funds/securities from such Trading account may be returned within two working days day from receipt of request.

CHARGES IN CASE OF DORMANT ACCOUNT

- No annual charges will be charged in respect of dormant/inactive accounts
- In case of transactions in dormant accounts, all arrears of charges shall be charged to such clients.

Annexure

ACCOUNT RE-ACTIVATION FORM

Date:_____

To
IIT Investrust Limited,
(Address)

(To be filed by Client)

Client Code	
Client Name	

I/We hereby request you to re-activate my /our account and treat this form as intimation for re-opening of the account. I/We hereby confirm that all the information provided to you with initial account opening is the same and I/We agree to abide by the exchange rules and notifications issued till date.

Client's Signature and Date.