

# VFC SECURITIES PVT. LTD.

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## POLICIES RELATING TO SYSTEM & PROCEDURE

### Policy for Penny Stock

The stocks, which are appearing in the list of illiquid securities issued by the Exchanges every month. These stocks are generally considered to be highly speculative and high risk because of their lack of liquidity, large bid-ask spreads, small capitalization and limited following and disclosure. Depend on the market condition and RMS Policy of the VFC, RMS reserve the right to refuse to provide the limit in Penny stocks and losses if any on account of such refusal shall be borne by client only.

### Setting up client's exposure limits

VFC may from time to time impose and vary limits on the orders that the client can place through the VFC's trading system (including exposure limits, turnover limits, limits as to the number, value and/or kind of securities in respect of which orders can be placed etc.). The client is aware and agrees that the VFC may need to vary or reduce the limits or impose new limits urgently on the basis of the VFC's risk perception and other factors considered relevant by the VFC including but not limited to limits on account of exchange/SEBI directions/limits (such as broker level / market level limits in security specific / volume specific exposures etc.), and the VFC may be unable to inform the client of such variation reduction or imposition in advance. The client agrees that the VFC shall not be responsible for such variation, reduction or imposition or the client's inability or route any order through the VFC's trading system on account of any such variation, reduction or imposition of limits. The Client further agrees that the VFC may at any time, at its sole discretion and without prior notice, prohibit or restrict the client's ability to place orders or trade in securities through the VFC, or it may subject any order place by the client to review before its entry into the trading systems any my refuse to execute / allow execution of orders due to but not limited to the reason of lack of margin / securities or the order being outside the limits set by VFC/exchange/SEBI and any other reasons which the VFC may deem appropriate in the circumstances. The client agrees that the losses, if any on account of such refusal or due to delay caused by such review, shall be borne exclusively by the client alone.

VFC has margin based RMS system. Total deposits of the clients are uploaded in the system and client may take exposure on the basis of margin applicable for respective security as per VAR based margining system of the stock exchange and/or margin defined by RMS based on their risk perception. Client may take benefit of "credit for sale" i.e. benefit of share held as margin by selling the same by selection Delivery option through order entry window on the trading platform, the value of share sold will be added with the value of deposit and on the basis of that client may take fresh exposure.

In case of exposure take on the basis of shares margin the payment is required to be made before the exchange pay in date otherwise it will be liable to square off after the pay in time or any time due to shortage of margin.





VFC reserves the right to grant exposure to the client only as applicable and allowable as per Peak Margin policy of the exchange. Intra Day trades will also attract margin as applicable.

**Client Funding:** VFC does not engage in the business of Client Funding. Clients are required to have sufficient balance in their accounts to hold/carry forward positions. All payin should be done as per exchange rules & Regulations failing which interest will be charged as per VFC policy mentioned below.

### **Applicable Brokerage Rate**

Exclusive of stamp duty, service tax, STT (Securities Transaction Tax) and any other statutory levies. Brokerage will be charged within the limits prescribed by SEBI / Exchange. It is hereby further, clarify that brokerage on option contract shall be charged on the premium amount at which the option contract was bought or sold, not on the strike price of the option contract. Subject to revision at our sole discretion and as informed by a circular sent by ordinary post / courier services / email.

It would be the duty of client to note the said charges regularly and periodically and shall not raise any dispute or claim in respect to said charges at any later stage. VFC further clarifies the above mentioned charges could vary from client to client at the sole discretion of VFC and No client would have any right to compare or claim charges charged from other client by VFC.

### **Contract notes and margin statement**

VFC will issue contract notes & margin statements to its clients within 24 hours of the trade taking place. Along with the Contract Note, the client shall also be furnished with a copy of the daily margin status which is also available to be viewed on their respective Back office Personal Ledger.

### **Demat accounts**

As per new guidelines of SEBI VFC will not transfer client shares in their hold account. The shares required for margin will be kept in Client's demat account only and will be pledged and further re-pledged as per SEBI guidelines from time to time. The clients' and VFC's own securities will not be mixed with each other.

### **Trades**

The trades of clients shall be carried out in the respective client code only. The dealers shall take utmost care while executing the trades of the clients regarding the accuracy of Client Code, Quantity, Price, etc.

### **System of Payin and Payout of funds**

**Payin:** Clients can transfer funds into the Trading Account only from such bank accounts which are registered with VFC. Any transfer from a non-registered bank account will not be considered and the client does not get any trading limit credit for such transfers.

If a client chooses to transfer using NEFT or by means of cheque, there will be no cost.

If the client transfers funds via cheque, the details of the transfer along with a copy of the cheque should be made available to VFC for the credit to be updated on the trading account.

**Payout:** All clients payout will be directly credited to their Primary bank account. In Case of running account Payout will be effected on the next day after receiving request from the client. The said Payout request from the client must reach VFC before 1.00 PM. Any request received after 1.00 pm will be considered as request received on the next working Day and payout will be processed accordingly.





## **Imposition of penalty / delayed payment charges**

### **Charges in Cash Market**

VFC follows the practice of posting the settlement obligation towards their transaction in the client ledger on the settlement date. All clients are advised to make the payment before the pay-in time on the settlement day, though there are instances wherein client may delay the payment beyond the settlement date. Although, it is obligatory for a broker to meet the settlement obligation in time, therefore, in order to ensure timely receipt of funds from clients towards their payment obligation, "charges for delayed payment" are levied in the client's account. The sum towards "charges for delayed payment" is levied to discourage delayed payment from clients who do not deposit the required sum of money before the payin time on the payin day. "Charges for delayed payment" are levied on the respective ledger debit of the clients at a rate of maximum 1.5 % per month of the debit balance in the account. For the purpose of reckoning debit balance, the debit balance in the client ledger is consolidated across all segments of the respective exchange after giving effect to the release of margin.

### **Charges on FO & CDS position**

In the Equity Derivative Segment and Currency Derivative Segment, we accept the approved securities from clients for margin purpose. Exchanges stipulate that for overnight F&O positions, 50% of the margin needs to compulsorily come in cash and the remaining 50% can be in terms of collateral margin. If you don't have enough cash, your account will be in debit balance and there will be an interest charge also called delayed payment charges of 0.05% per day applicable on the debit amount.

The Client agrees that the VFC may impose fines / penalties for any orders / trades / deals / actions of the client which are contrary to this agreement / rules / regulations / bye laws of the exchange or any other law for the time being in force, at such rates and in such form as it may deem fit. Further where the VFC has to pay any fine or bear any punishment from any authority in connection with / as a consequence of / in relation to any of the orders / trades / deals actions of the client, the same shall borne by the client.

**The right to sell client's securities or close client's positions, without giving notice to the client on account of non payment of dues** to the VFCs other right (Including the right to refer the matter to arbitration), the VFC shall be entitled to liquidate /close out all or any of the clients position without giving notice to the client for non payment of margins or other amounts including the pay in obligation, outstanding debts etc. and adjust the proceeds of such liquidation / close out, if any, against the clients liabilities / obligation.

The client shall ensure timely availability of funds/securities in form and manner at designated time and in designated bank of VFC and his depository account(s), for meeting his/her/its pay in obligation of funds and securities. Any and all losses and financial charges on account of such liquidations / closing out shall be charged to & born by the client. In case of securities lying in margin account / client beneficiary account and having corporate actions like Bonus, Stock split, Right issue etc, for margin or other purpose the benefit of shares due to received under Bonus, Stock split, Right issue etc. will be given when the shares is actually received in the VFC designated demat account.

In case the payment of the margin / securities is made by the client through a bank instrument, the VFC shall be at liberty to give the benefit / credit for the same only on the realization of the funds from the said bank instruments etc, at the absolute discretion of the VFC. Where the margin / security is made available by way of securities or any other property, VFC is empowered to decline its acceptance as margin / security &/or to accept it at such reduced value as the VFC may deem fit by applying haircuts or by valuing it by marking it to market or by any other method as the VFC may deem fit in its absolute discretion.





The VFC has the right but not the obligation, to cancel all pending orders and to sell / close / liquidate all open positions / securities / shares at the pre-defined square off time or when Mark to Market (M-T-M) percentage reaches or crosses stipulated margin percentage, whichever is earlier, The VFC will have sole discretion to decide referred stipulated margin percentage depending upon the market condition. In the event of such square off, the client agrees to bear all the losses based on actual executed prices, the client shall also be solely liable for all and any penalties and charges levied by the exchange(s).

### **Obligation arising out of internal netting of Trades**

VFC shall not be obliged to deliver and securities or pay any money to the client unless and until the same has been received by the VFC from the exchange, the clearing corporation / clearing house or other company or entity liable to make the payment and the client has fulfilled his/her/its obligations first.

### **The policy and procedure for settlement of shortage in obligations arising out of internal netting.**

The Short delivering client is debited by an amount equivalent to 20% (provisional) above of closing rate of day prior to Payin / Payout Day. The securities delivered short are purchased from market on T+2 day and the purchase consideration (inclusive of all statutory taxes & levies) is debited to the short delivering seller client along with reversal entry of provisionally amount debited earlier.

If securities cannot be purchased from market due to any force majeure condition, the short delivering seller is debited at the closing rate on T+2 day or Auction day on Exchange +10% where the delivery is matched partially or fully at the Exchange Clearing, the delivery and debits/credits shall be as per Exchange Debits and Credits.

In cases of securities having corporate actions all cases of short delivery of cum transactions which cannot be auctioned on cum basis or where the cum basis auctioned on cum basis or where the cum basis auction payout is after the book closure / record date, would be compulsory closed out at higher of 10% above the official closing price from first trading day of the settlement till the auction day.

VFC may also decides not to do internal payin /Payout of shares and as far as possible do full payin of shares to Clearing Corporation and in turn gets full payout of shares from Clearing Corporations.

### **Conditions under which a client may not be allowed to take further position or the broker may close the existing position of a client**

On the request of the client in writing, the client account can be suspended temporarily and same can be activated on the written request of the client only. During the period client account is suspended, the market transaction in the client account will be prohibited. However client shares / Ledger balance settlement can take place.

On the request of the client in writing, the client account can be closed provided the client account is settled. If the client wants to reopen the account in the case client has to again complete the KYC requirement.

### **Deregistering a client**

Notwithstanding anything to the contrary stated in the agreement, the VFC shall be entitled to terminate the agreement with immediate effect in any of the following circumstances:

- (i) If the action of the client are prima facie illegal / improper or such as to manipulate the prices of any securities or disturb the normal / proper functioning of securities or disturb the normal / proper functioning of the marketing, either alone or in conjunction with others.
- (ii) If there is any commencement of a legal process against the client under any law in force;





- (iii) On the death/lunacy or other disability of the Client;
- (iv) If the client being a partnership firm, has any steps taken by the Client and/or its partners for dissolution of the partnership;
- (v) If the Client suffers any adverse material change in his/her/its financial position or default in any other agreement with the VFC;
- (vi) If there is reasonable apprehension that the Client unable to pay its debts or the Client has admitted its inability to pay its debts, as they become payable;
- (vii) If the Client is in breach of any term, condition or covenant of this Agreement;
- (viii) If the Client has made any material misrepresentation of facts, including (without limitation) in relation to the Security
- (ix) If a receiver, administrator or liquidator has been appointed or allowed to be appointed of all or any part of the undertaking of the Client;
- (x) If the Client have taken or suffered to be taken any action for its reorganization, liquidation or dissolution;
- (xi) If the Client has voluntarily or compulsorily become the subject of proceedings under any bankruptcy or insolvency law or being a company, goes into liquidation or has a receiver appointed in respect of its assets or refers itself to the Board for Industrial and Financial Reconstruction or under any other law providing protection as a relief undertaking;
- (xii) If any covenant or warranty of the Client is incorrect or untrue in any material respect;

### **Inactive Client account**

Client account will be considered as inactive if the client does not trade for period of one year. Calculation will be done at the beginning of every month and those clients who have not traded even a single time will be considered as inactive, the shares/credit ledger balance if any will be transferred to the client within one week of the identifying the client as inactive. The client has to make written request for reactivation of their account.

### **Trading in Exchange is in Electronic Mode**

Based on VSAT, leased line, ISDN, Modern and VPN, combination of the technologies and computer systems to place and route orders. I/we understand that there exists a possibility of communication failure or system problems or slow or delayed response from system or trading halt or any break down in our back office/front end system, or any such other problems/glitch whereby not being able to establish access to the trading system/network, which may be beyond your control and may result in delay in processing or not processing buy or sell Orders either in part or in full. VFC shall not be liable and responsible for any such System of Payin and Payout of funds

### **Client Acceptance of Policies and Procedures stated here in above**

I/We have fully understood the same and do hereby sign the same and agree not to call into question the validity, enforceability and applicability of any provision/clauses this documents any circumstances what so ever. These Policies and Procedures may be amended/changed unilaterally by the broker, provided the change is informed to me/us with through any one or more means or methods, I/we agree never to challenge the same on any grounds including delayed receipt/ non receipt or any other reasons whatsoever. These Policies and Procedures shall always






be read always be read along with the agreement and shall be compulsorily referred to while deciding any dispute/difference or claim between me/us and VFC before any court of law/judicial/adjudicating authority including arbitrator/mediator etc.

### **Investor grievances**

The Compliance Officer shall be the designated officer for handling the Investors Grievances and Client Complaints. The email ID you can write to in case you have any grievance is [complaints@vfc.co.in](mailto:complaints@vfc.co.in). The resolution of the Complaint shall be done.

For VFC Securities Pvt. Ltd.

  
Nimish shah  
Director

