

DOs & DON'Ts of Trading

DOs

- ⇒ Keep a regular check of your Trading and Depository account.
- ⇒ Ensure that transactions in your account are carried out as per your instructions only.
- ⇒ Settle the funds and securities obligations as per Stock Exchange Rules. Always transfer funds only from your own bank accounts. We do not accept funds other than from your registered Bank accounts with us.
- ⇒ Maintain secrecy of your password in case of Internet Trading, since you are solely responsible for all transactions effected from its usage. The password should be distinct & periodically changed to ensure security.
- ⇒ Provide accurate Email ID, Client ID, Depository ID, Mobile Number and Contact Details to ensure prompt receipt of correspondence such as contract notes, e-mails and other information.
- ⇒ Monitor your transactions regularly and in case of any irregularities, kindly contact us through letters or e-mail us at: grievances@geojit.com. Registered Head office address: Geojit BNP Paribas Financial Services Ltd, 5th Floor, Finance Tower, Kaloor, Cochin – 6820 017.
- ⇒ Familiarize yourself with the Risk Disclosure Document (RDD) before commencement of trade.
- ⇒ Be vigilant in your transactions.
- ⇒ Call on the landline numbers of your local branch and give clear and unambiguous instructions while placing orders over the phone. In case you visit the branch office, kindly give your orders in writing.
- ⇒ Please bear in mind that while it is our endeavor to inform you in case of margin call, it is also your responsibility to maintain the required margins. Geojit BNP Paribas reserves the right to square off any outstanding positions in case of shortfall in margin and delay in payments.
- ⇒ The correspondence address should always be updated.
- ⇒ Do give instruction to suspend your Depository and Trading accounts temporarily if you do not want to do trades for any specified period due to not being in station or for any other reason. This will ensure clarity in dealings. Such info can be given by email/letter in the address given herein.

DON'Ts

- ⇒ Do not reveal your personal details to anyone, especially your Trading password.
- ⇒ If you are not familiar with computers and e-mails, please do not opt for Digital Contract Notes (DCN) rather opt for physical contract notes.
- ⇒ Do not believe in baseless and false assurances of guaranteed returns. There is no assurance of guaranteed or fixed periodic returns from Capital Market.
- ⇒ Do not believe in any kind of promises made about assured returns by our employees or Sub brokers or Authorised Persons or Marketing Associates. They are not authorized or qualified to give such assurances or promises.
- ⇒ Do not sign blank Delivery Instruction Slips (DIS) issued for Depository transactions and hand over the same to any Depository Participant or broker.
- ⇒ Do not get misled by guarantees of repayment on your investments through post dated cheques.

