

PROGRESSIVE SHARE BROKERS PRIVATE LIMITED

Detailed write up on procedure for opening an Account

Every news on the rise or fall in stock markets triggers the interest of many people to become an investor or trader in the stock market and the first step to take a plunge is to open a Demat and Trading Account. To buy or sell a security, one needs to open a Trading account and to store the securities one needs to open a Demat account

DEMAT ACCOUNT

You can choose your DP based on your own evaluation. You can open more than one depository account in the same name with single DP/multiple DPs. No minimum balance is required to be maintained in a depository account. You can give a onetime standing instruction to your DP to receive all the credits coming to your depository account automatically.

TRADING ACCOUNT

You can choose your broker to open trading account. One needs to pay yearly charges for operating a Trading account. Investors purchase stocks, shares and other securities via trading accounts. They link this trading account with their Demat account. Furthermore, investors sell their securities via trading accounts. This account is also linked with the individual's savings account which receives the monetary gains one makes by selling securities. In this way, the trading account links your savings account with your Demat account

STEP BY STEP PROCESS FOR OPENING AN ACCOUNT

On receiving a new Client account from the Franchisee / Branch / Direct at the Head Office; the same shall be forwarded to the KYC Team and before processing the same the KYC team shall perform the below mentioned procedure:

STEP 1 – On receipt of the Client KYC Account opening form. Admin team shall make a receipt entry in INWARD utility with require detail as per KYC form and Handover those KYC forms to the KYC Team subsequently.

STEP 2 – KYC Team shall perform background verification and any adverse observation if observed, clarification for the same shall be seek from the respective client / Branch / Franchisee before processing the account. KYC team shall ensure that the KYC Form is properly filled and signed by the client(s) including the mandatory fields of the account opening kit.

STEP 3 – KYC team to ensure that copies of the supporting documents i.e. Proof of Identity, Proof of Address, Bank Account, ITR and Income Proof should be verified by the concerned Branch/ Franchisee by affixing rubber stamp of "In Person Verification & Original Verified for Pan Id and Address Proof". In case of any adverse rejection observed KYC team intimates the concerned Branch Team via Email. We do check PAN card Number on UTI website, Aadhaar Linking is successful, C- Safe website, SEBI Debarred List, Multiple email & Mobile number checking, In case if any client code is existing in our record.

STEP 4 - In case of NIL Objection or post clearance of adverse observation / Audit, Welcome call will be made to the client, during the said call KYC Team shall verify the basic details like Email, Phone Number, and DOB etc. On successful completion of Verification, Account will get open and on same day it will be communicate to respective Clients /Branch / Franchisee on day end through Auto Emailer with DP ID and Trading code.

STEP 5 - UCC of such accounts will be done at EOD level.

STEP 6 - Welcome Email will be sent to client on next day of Account opening.

STEP 7 - Post Account opening KYC form will get scan by Dispatch Person who is assign for KYC Team and accordingly form will keep a side for storage.

STEP 8 - Once Scanning is done, KRA & CKYC process will get process simultaneously.

For Online KYC - On T Day KYC form gets scrutinize and in case if client documents & KYC found with no adverse observations then KYC Team shall 'Approve' the entry and Post eSigning account will get consider for Account opening. On KYC Process is displayed below from page 3 onwards.

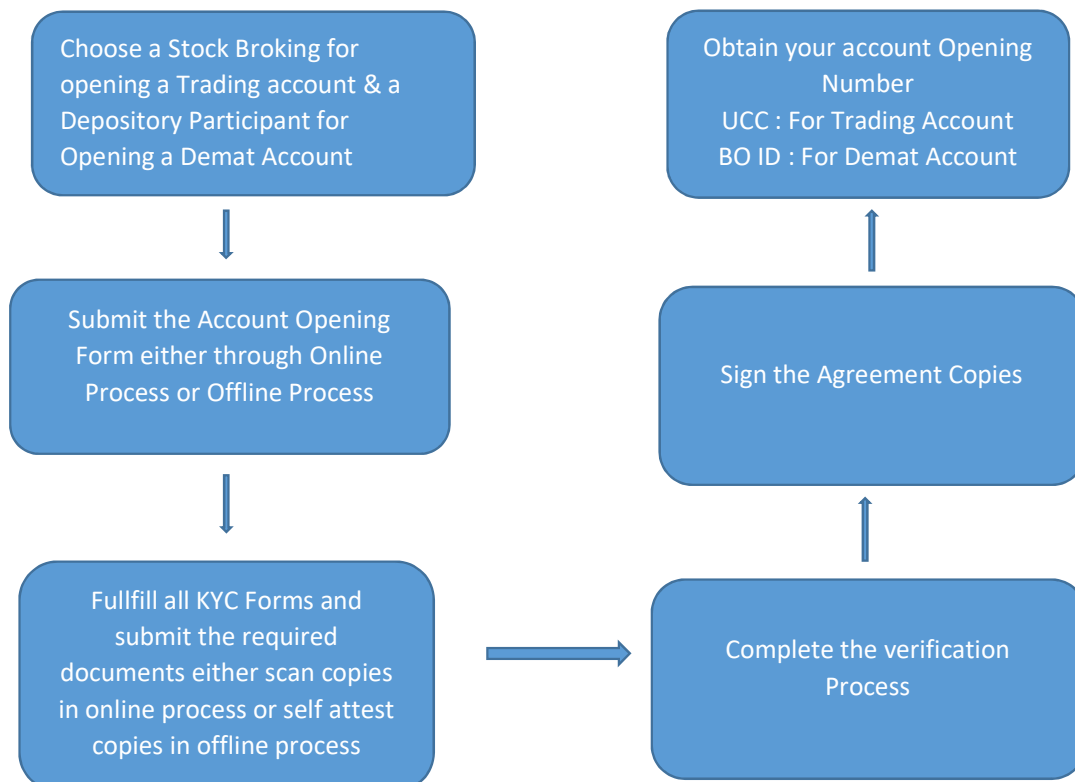
For Offline KYC – On T Day Account will get Scrutiny either corporate / Individual, We shall raise objection if any to respective branch / franchisee, else account will get processed on same day and UCC will be done subsequently.

In case if any objection found, Branch / Franchisee has to resolve the objection and accordingly we need to open account. If the GAP more than a week time we shall do Due-diligence again and process account, any adverse objection found during checking then we shall inform branch / franchisee.

Deviation Matrix – To process account on basis of any business priority with raised observation related to documents / KYC form, in that case Business approval with timeline for providing documents should be in place. In adverse cases compliance approval is also recommended.

Review Frequency – Client Registration form we shall return back to branches / Franchisee's after every 7 days if any query not resolved or specifically it has been asked KYC team to store it for observation relevancy as it include cost of dispatching documents/ KYC.

FLOW CHART FOR ACCOUNT OPENING FORM





PROGRESSIVE
Your Progress Our Priority...

Equities | Derivatives | Commodities | Currency | Depository | Mutual Funds | NBFC | e-Broking

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If you don't see what you're looking for
YOU'VE COME TO THE RIGHT PLACE



**MO
TRA**



Markets

[BSE](#)[NSE](#)

Sensex 61,795.04

09:02 - 16:00



11:00 12:00 13:00 14:00 15:00 16:00

[PARTNER WITH US](#)[BECOME OUR CLIENT](#)[FINANCIAL TOOLS](#)[WHAT](#)

Equity News

► **Post-Session: Sensex leaps 1.18..**
(11-Nov-2022 6:20PM IST)

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Commodity News

► **Gold prices retreat 1% on stron..**
(28-Oct-2022 10:02PM IST)



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OPEN YOUR TRADING AND DEMAT ACCOUNT

HOW TO OPEN AN ACCOUNT WITH US:

- INSTANT AND 100% PAPERLESS.
- ALL YOUR DETAILS ARE VERIFIED.
- E-SIGN, AND YOU ARE ALL SET TO TRADE.

SIGN UP NOW

XXXXXXXX44g

SELECT DEPENDENCY

Self

SEND OTP



Equities | Derivatives | Commodities | Currency | Depository | Mutual Funds | NBFC | e-Broking

OPEN YOUR TRADING AND DEMAT ACCOUNT

HOW TO OPEN AN ACCOUNT WITH US:

- INSTANT AND 100% PAPERLESS.
- ALL YOUR DETAILS ARE VERIFIED.
- E-SIGN, AND YOU ARE ALL SET TO TRADE.

SIGN UP NOW

ENTER OTP

OTP

118S WAITING FOR OTP...

VERIFY OTP

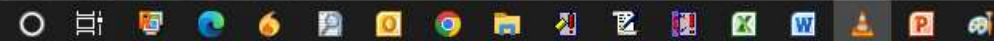
Resend



Type here to search



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YOUR CONTACT DETAILS PLEASE!

- SHARE YOUR EMAIL ID
- WE WILL VERIFY IT THROUGH OTP
- SHARE YOUR REFERENCE/RM CODE

EMAIL ID *

XXXXXX

SELECT DEPENDENCY

Self

DO YOU NEED RELATIONSHIP MANAGER ?

☐ YES ☒ NO

REFERENCE CODE

☒ PLEASE ACCEPT THE [TERMS & CONDITIONS](#)

REGISTER

YOUR CONTACT DETAILS PLEASE!

- SHARE YOUR EMAIL ID
- WE WILL VERIFY IT THROUGH OTP
- SHARE YOUR REFERENCE/RM CODE

EMAIL ID *

XXXXXXXXXX

SELECT DEPENDENCY

Self

DO YOU NEED RELATIONSHIP MANAGER?

☐

YES

REFERENCE

☒

PLEASE ACCEPT THE [TERMS & CONDITIONS](#)

I am voluntarily providing this email id and mobile number for the purpose of communication to Progressive share brokers private limited I confirm that the provided email id and mobile number solely belongs to me. I will be needing all the communications formal/informal/promotional on this email id and mobile number provided by me. I voluntarily allow Progressive to send me all the trading/transaction related statements on this email id.

REGISTER



33°C Smoke



ENG

YOUR CONTACT DETAILS PLEASE!

- SHARE YOUR EMAIL ID
- WE WILL VERIFY IT THROUGH OTP
- SHARE YOUR REFERENCE/RM CODE

ENTER OTP

XXX

92S WAITING FOR OTP...

YOU WILL RECEIVE AN OTP ON YOUR EMAIL ID

VERIFY OTP

Resend

WE'LL BEGIN WITH YOUR PAN FIRST

- INSERT YOUR PAN AND DATE OF BIRTH AS MENTIONED ON YOUR PAN CARD
- YOUR ACCOUNT NAME WILL BE TAKEN AS MENTIONED IN THE INCOME TAX DATABASE
- UNDER NEW PMLA REGULATIONS, PLEASE ENSURE THAT YOUR AADHAAR NUMBER IS SEEDDED IN YOUR PAN

PAN (PERMANENT ACCOUNT NUMBER)

XXXXXXXX

DATE OF BIRTH (AS PER PANCARD)

XXXXXX

☒ PLEASE ACCEPT THE [TERMS & CONDITIONS](#)

SUBMIT

Type here to search



33°C Smoke ^ [Microphone icon] [Battery icon] [Wi-Fi icon] [Speaker icon] ENG



28°C Haze ^ [Weather icon]

WE'LL BEGIN WITH YOU

- INSERT YOUR PAN AND ID NUMBER AS MENTIONED ON YOUR PAN CARD
- YOUR ACCOUNT NAME WILL BE VERIFIED AS MENTIONED IN THE INCOME TAX DATABASE
- UNDER NEW PMLA REGULATIONS, PLEASE ENSURE THAT YOUR PAN NUMBER IS SEEDDED IN YOUR ACCOUNT



NAME AS PER PAN

XXXXXXXXXXXX
XXXXXX

PROCEED

CANCEL

(ACCOUNT NUMBER)

(ENTER PANCARD)

[THE TERMS & CONDITIONS](#)

SUBMIT

CHOOSE YOUR SEGMENTS

- SELECT YOUR TRADING PREFERENCES.
- SELECT BROKERAGE PLAN AS PER YOUR REQUIREMENTS.
- MAKE PAYMENT FROM YOUR PREFERRED MODE.

NSE ☒ CASH ☐ F&O ☐ CURRENCY

BSE ☒ CASH

MCX ☐ CASH

View Brokerage **BROKERAGE PLAN** [edit](#)

DEMAT SCHEME

☐ ANNUALY ₹ 250.00

☒ NON-REFUNDABLE LIFE TIME CHARGES, LIFE TIME AMC FREE ₹ 1000.00

☐ REFUNDABLE DEPOSIT LOCK IN PERIOD 1 YEAR, LIFE TIME AMC FREE ₹ 2000.00

AMOUNT PAYBLE ₹

SHARE AADHAAR DETAILS FROM DIGILOCKER

DO NOT WORRY IF YOU HAVE NEVER REGISTERED WITH DIGILOCKER. CLICK ON THE BUTTON "CONNECT TO DIGILOCKER". DIGILOCKER WILL OPEN AS A POP-UP ON YOUR SCREEN WHERE PROVIDE YOUR AADHAAR NUMBER AND AUTHENTICATE WITH OTP. YOU WILL THEN BE REQUIRED TO SET YOUR PIN AND GIVE YOUR CONSENT TO PROVIDE YOUR AADHAAR DOCUMENT TO US FOR KYC. YOUR 12 DIGIT AADHAAR NUMBER IS NEVER FETCHED, STORED, REVEALED OR COLLECTED. THE AADHAAR AND THE PAN CHCPK1610F SHOULD BELONG TO YOU.

☒ BY CLICKING THE BELOW BUTTON, I HAVE READ THE AADHAAR USER CONSENT [DOCUMENT](#) AND VOLUNTARILY CONSENT TO SHARE MY AADHAAR INFORMATION WITH PROGRESSIVE FOR CONDUCTING KYC FOR OPENING A TRADING AND DEMAT ACCOUNT ADHERING TO KRA REGULATIONS (2011) AND PMLA GUIDELINES (2002).

CONNECT TO DIGILOCKER

SHARE AADHAAR DETAILS FROM DIGILOCKER

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☒ BY CLICKING THE BELOW BUTTON, I HAVE READ THE AADHAAR USER CONSENT DOCUMENT AND

I/We hereby submit voluntarily at my/our own discretion, the physical copy of Aadhaar card/physical e- Aadhaar / masked Aadhaar / offline electronic Aadhaar xml as issued by UIDAI (Aadhaar) to Progressive share brokers private limited for the purpose of establishing my/our identity / address proof and voluntarily give my/our consent to open account / process instructions for the said purpose in my/our name/s individual capacity/ies using my/our Aadhaar or as an authorized signatory in non-individual accounts. The consent and purpose of collecting Aadhaar has been explained to me/us in local language. Progressive share brokers private limited has informed me/us that my/our Aadhaar submitted here with shall not be used for any purpose other than mentioned above, or as per requirements of law. Progressive share brokers private limited has informed me/us that this consent and my/our Aadhaar will be stored along with my/our account details within the firm. I/We hereby declare that all the information voluntarily furnished by me/us is true, correct and complete. I/We will not hold Progressive share brokers private limited or any of its officials responsible in case of any incorrect information provided by me/us.

MeriPehchaan
NATIONAL SINGLE SIGN-ON SERVICE

by



Progressive

You are about to link your DigiLocker account with Progressive application of PROGRESSIVE SHARE BROKERS PRIVATE LIMITED. You will be signed up for DigiLocker account if it does not exist.

Enter Aadhaar Number to continue with DigiLocker

Please fill out this field.

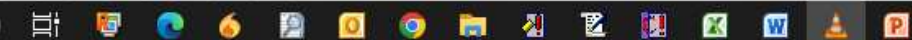
Please enter the following text in the box below:



Unable to read the above image? Try another!

[Next](#)[Return to Progressive](#)

33°C Smoke



MeriPehchaan
NATIONAL SINGLE SIGN-ON SERVICE

by
DigiLocker

Progressive

UIDAI has sent a temporary OTP to your mobile ending in
*****5449(valid for 10 mins).

117 Seconds

Do not refresh or close!

Continue

[Return to Progressive](#)

Type here to search

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1:53 PM
13/11/2022



Progressive

Progressive would like to access your DigiLocker to:



Get the list of issued documents.



Download the issued documents.



Get the list of uploaded documents and folders.



Download the uploaded documents.



Upload documents to your DigiLocker.



Pull documents into your DigiLocker from issuers.



Get your profile information (Name, Date of Birth, Gender).



Get your e-Aadhaar data.

By clicking Allow, you provide your consent to allow this application to access your DigiLocker.

Allow



Deny



FATHER'S NAME : XXXXXXXX
D.O.B : XXXXX
GENDER : MALE
ADDRESS : XXXXX

CONTINUE

MY SOLE COUNTRY OF TAX RESIDENCY INDIA

☒ I HAVE UNDERSTOOD THE INFORMATION REQUIREMENTS OF THIS FORM (READ ALONG WITH FATCA & CRS INSTRUCTIONS) AND HEREBY CONFIRM THAT THE INFORMATION PROVIDED BY ME/US ON THE FORM IS TRUE, CORRECT AND COMPLETE. I ALSO CONFIRM THAT I HAVE READ AND UNDERSTOOD THE FATCA & TERMS AND CONDITIONS BELOW AND HEREBY ACCEPT THE SAME. NAME FOR YOUR ACCOUNT WILL BE UPDATES AS PER THE INCOME TAX DATABASE DUE TO EXCHANGE REGULATIONS.

☒ I AGREE TO OPEN A TRADING AND DEMAT ACCOUNT.

FATHER'S / SPOUSE NAME*

SXXXXXX

MARITAL STATUS*

--Select--

ANNUAL INCOME*

--Select--

POLITICALLY EXPOSED*

No

DO YOU WANT TO ADD NOMINEE

☒ YES

☐ NO

MOTHER'S NAME*

LAXI

EDUCATION*

--Select--

TRADING EXPERIENCE*

Year

OCCUPATION*

--Select--

FIRST
NOMINEE

NAME*

EMAIL*

MOBILE*

DOB*

dd/mm/yyyy

RELATION*

--- Select Relation ---

- PROVIDE BANK ACCOUNT DETAILS WHEREIN YOU ARE SOLE/PRIMARY HOLDER
- WE'LL VERIFY YOUR BANK ACCOUNT BY TRANSFERRING ONE RUPEE INTO IT

$$\mathbb{R}^n \times \mathbb{R}^n \rightarrow \mathbb{R}^n \times \mathbb{R}^n$$

--- Select Account Type ---

SUBMIT

BANK ACCOUNT DETAILS

- PROVIDE BANK ACCOUNT DETAILS WHEREIN YOU ARE SOLE/PRIMARY HOLDER
- WE'LL VERIFY YOUR BANK ACCOUNT BY TRANSFERRING ONE R

BANK ACCOUNT NUMBER

.....

CONFIRM ACCOUNT NUMBER

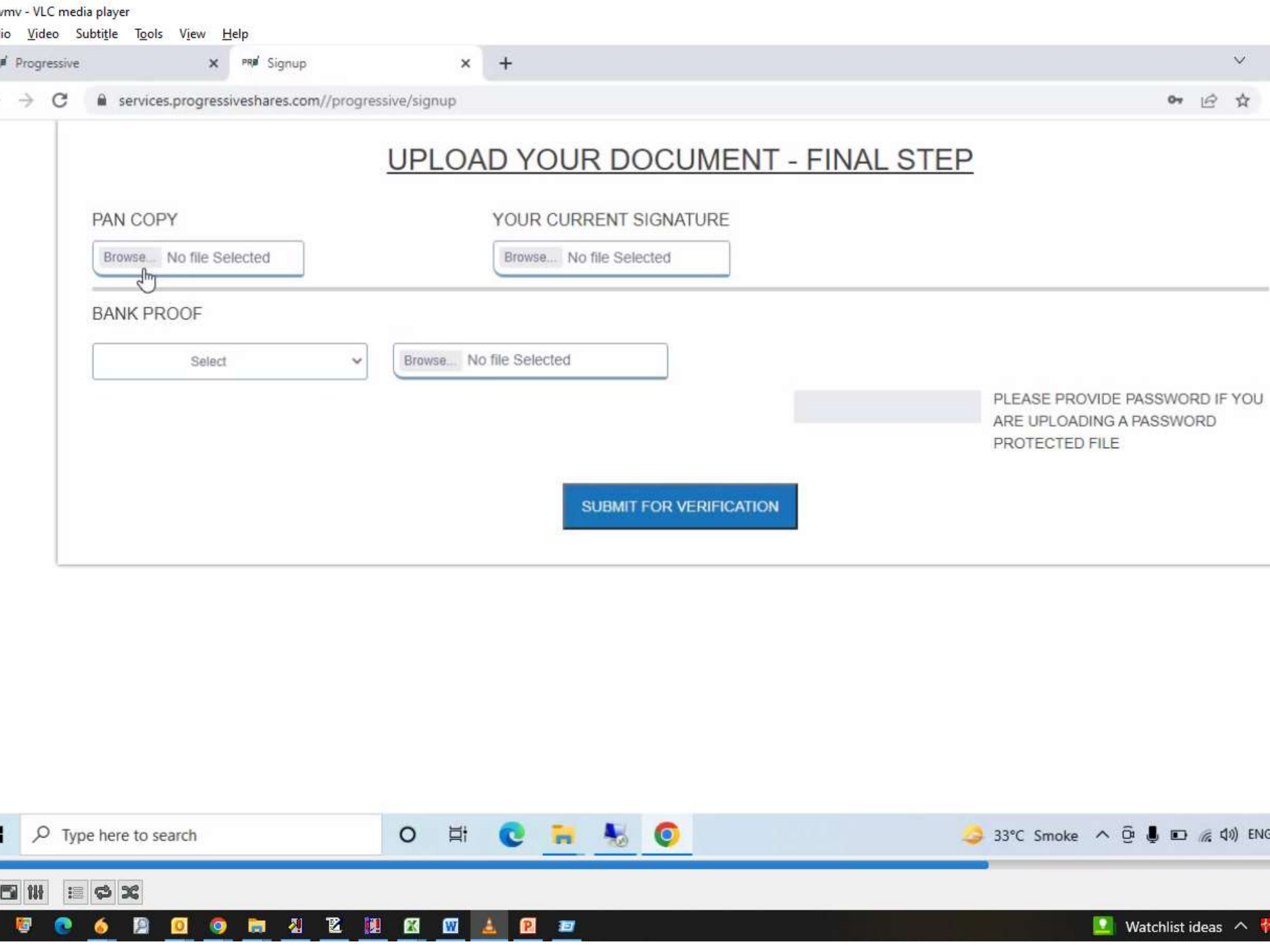
XXXXXX

YOUR BANK ACCOUNT DETAILS HAS BEEN
SUCCESSFULLY VERIFIED

x

Saving Account

SUBMIT



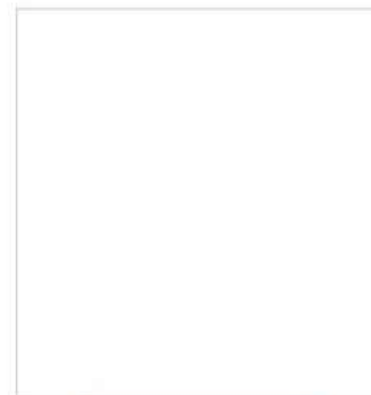
WEBCAM CLIENT IMAGE - FINAL STEP

Specimen Image



Important Image instructions

- > Do not wear goggles, cap or anything covering the face
- > Capture clear image with a sufficient light
- > Not other person should appear in the image
- > Distance between the camera should not be more then 0.5 meter
- > Background of the image should be plain, preferably white
- > Do not use the rotated image. Capture only an up-right image .



ENABLE CAMERA

SUBMIT & CONTINUE

age....jpeg ^

Show all x

here to search



33°C Smoke ^

2:00 PM

13/11/2022





YOUR APPLICATION WILL BE
REVIEWED BY OUR KYC TEAM.
YOU WILL RECEIVE AN UPDATE
ON YOUR EMAIL ID
REGISTERED WITH US WITHIN
2 WORKING DAYS.



THANK YOU