



contract notes, Margin statement, Weekly statements, Annual global Statements, Retention Statements and Statement of accounts to clients policy

Policy reviewed on 04-04-2023 by Ajay Gangwal (Designated Director)

Siddhartha commodities pvt.ltd. 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 Backoffice Personal Ledger.

IMP NOTES:

- 1 We will issue contract notes to clients, which are serially numbered
- 2 WE will send electronically contract notes and margin statements and ensure that the same are delivered to their clients within 24 hours of execution of the trade.
- 3 We will send electronically weekly statement to all client within 4 working days for the last week ended on Saturday.
- 4 We will send electronically annual global statement to all client within 15 working days after end of the financial year.
- 5 We will send electronically retention statement to all client after every quarterly settlement period which is fixed on next Friday after quarter. Also, we will send the information of payout through email and SMS to clients on their registered email and mobile number.
- 6 We keep necessary log reports of contract notes, Margin statement, Weekly statements, Annual global Statements, Retention Statements and Statement of accounts to clients and have been issued to their clients.
7. The contract notes, Margin statement, Weekly statements, Annual global Statements, Retention Statements and Statement of accounts are digitally signed either by the the authorised signatory.
8. if email bounced back we will send email again.
9. We charge brokerage separately and ensure that the same is indicated separately on the contract note.

For: SIDDHARTHA COMMODITIES PVT.LTD.

For Siddhartha Commodities Pvt. Ltd.

Ajay Gangwal (Designated Director) Director