



## COMFORT SECURITIES LIMITED

A-301, Hetal Arch, Opp. Natraj Market, S.V. Road, Malad (West), Mumbai - 400 064  
Tel. No. : 91-22-2844 97 65 / 2881 1259 / 2882 5509 • Fax: 022-2889 2527  
Email: info@comfortsecurities.co.in • URL: www.comfortsecurities.co.in  
CIN NUMBER: U67120MH2002PLC136562

### Policy on Pre-funded instruments / Electronic fund transfers

1. While receiving funds from the clients through pre-funded instruments, such as Pay Order, Demand Draft, Banker's cheque etc., company should maintain audit trail of the funds so received, it has been made mandatory by the Company to ask the client to mention details such as name of the client and bank account number on the back of such instruments.
2. If the aggregate value of pre-funded instruments is Rs. 50,000/- or more, per day per client, we should accept the instruments only if the same are accompanied by the name of the bank account holder and bank account number debited for the purpose, duly certified by the issuing bank.  
The mode of certification includes the following and the same has to be conveyed by the relationship manager / dealer to the Client:
  - i. Certificate from the issuing bank on its letterhead or on a plain paper with the seal of the issuing bank.
  - ii. Certified copy of the requisition slip (portion which is retained by the bank) to issue the instrument.
  - iii. Certified copy of the passbook/bank statement for the account debited to issue the instrument.
  - iv. Authentication of the bank account-number debited and name of the account holder by the issuing bank on the reverse of the instrument.
3. We shall maintain an audit trail of the funds received through electronic fund transfers to ensure that the funds are received from the registered accounts of our clients only.

For Comfort Securities Limited

  
Swati Matkar  
Compliance Officer

TRADE WITH COMFORT

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