



**NUTAN RAJ IES**  
Economic Adviser

**वायदा बाज़ार आयोग**  
**FORWARD MARKETS COMMISSION**  
**भारत सरकार**  
**GOVERNMENT OF INDIA**

'एवरेस्ट', तीसरी मंज़िल, १०० मरीन ड्राईव, मुंबई - ४०० ००२.  
'EVEREST', 3rd Floor, 100, Marine Drive, Mumbai - 400 002.

File No. Div.III/I/89/07

Date: 13-03-2014

To

**MD & CEO of the National Exchanges,**  
**(As per enclosed list)**

**Sub: Common /uniform client registration form/ process: Amendment thereto**

Sir,

I am directed to refer to this Office Circular No.Div.III/I/89/07 dated 16-12-2011 on the above mentioned subject and to make amendment to Para No. 40 on Electronic Contract Note (ECN) in the 'Rights and Obligations of Members, Authorised Persons and Clients' in Annexure 3 of the above mentioned Circular as follows :-

"40. The Electronic Contract Note (ECN) declaration form will be obtained from the client who opts to receive the Contract Note in Electronic Form in place of physical contract note. This declaration will remain valid till it is revoked by the client"

2. This amendment is made as the Electronic Contract Note is an option exercised by the client which can be revoked, if required by the client .Hence it need not be renewed every year.

3. Accordingly, Appendix 'A' giving ECN declaration is also amended as enclosed.

4. The Circular may be implemented with immediate effect.

5. The exchanges are hereby directed to display this circular on their websites and to bring the provision of this circular to the notice of their members immediately.

Further, the Exchanges are directed to make suitable amendments to their Bye Laws / Rules & Regulations to implement the provisions of this circular. The soft copy of this circular is available on FMC website ([www.fmc.gov.in](http://www.fmc.gov.in)) under the sub head "Circulars" within the head 'Regulatory Framework'.

Yours faithfully,

**(Nutan Raj)**  
**Economic Adviser**

Encl: as above

**Electronic Contract Note [ECN] – DECLARATION  
(VOLUNTARY)**

To,  
(Name of the member with exchange)

Dear Sir,

I, \_\_\_\_\_ a client with Member  
M/s. \_\_\_\_\_ of  
\_\_\_\_\_

Exchange undertake as follows:

- I am aware that the Member has to provide physical contract note in respect of all the trades placed by me unless I myself want the same in the electronic form.
- I am aware that the Member has to provide electronic contract note for my convenience on my request only.
- Though the Member is required to deliver physical contract note, I find that it is inconvenient for me to receive physical contract notes. Therefore, I am voluntarily requesting for delivery of electronic contract note pertaining to all the trades carried out / ordered by me.
- I have access to a computer and am a regular internet user, having sufficient knowledge of handling the email operations.
- My email id is \_\_\_\_\_. This has been created by me and not by someone else.
- I am aware that this declaration form should be in English or in any other Indian language known to me.

[The above declaration has been read and understood by me. I am aware of the risk involved in dispensing with the physical contract note, and do hereby take full responsibility for the same]

(The above lines must be reproduced in own handwriting of the client.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Client Name: \_\_\_\_\_

Unique Client Code : \_\_\_\_\_

PAN: \_\_\_\_\_

Address : \_\_\_\_\_

Signature of the client

Date :

Place:

Verification of the client signature done by,

Name of the designated officer of the Member

Signature

Date :

**Instructions:**

- This declaration form has to be sent by the Member to the client on the email id provided by client while opening the trading account.
- The client shall, on receipt of this email, print the email as well as the declaration form.
- The hard copy of the declaration shall be filled up by the client and submitted to the Member along with a signed hard copy of the email. The Member shall acknowledge the receipt of the declaration from the client.
- The size of the font of this declaration must be at least 12.

## **List of National Exchanges**

### **The Managing Director & CEO**

Multi Commodity Exchange of India Ltd (MCX),  
CTS No.255, Exchange Square,  
Suren Road, Andheri (East),  
**Mumbai- 400 093.**

### **The Managing Director & CEO**

National Commodity & Derivative Exchange Ltd (NCDEX),  
Akruti Corporate Park,  
L.B.S. Marg, Kanjur Marg (West),  
**Mumbai- 400 078.**

### **The Managing Director & CEO**

National Multi-Commodity Exchange of India Limited.  
4th Floor, H. K. House, Behind Jivabhai Chambers,  
Ashram Road, **Ahmedabad- 380 009**,Gujarat.

### **The Managing Director & CEO**

Ace Derivatives & Commodity Exchange Ltd. (ACE),  
Infinity IT Park, 4<sup>th</sup> Floor, 55, (r)dia -405.1- 55.1 800  
The Managing Director & CEO