

Checklist for cancellation of Authorised Person

Sr. No.	Particulars	Submitted (Yes/No/NA)
I	Application for cancellation of Authorised Person	
i	Application is as per Exchange format	
ii	Signed by the Authorised Signatory/Designated Director/Designated Partner/Individual/Proprietor of the member as per records available with the Exchange	
iii	Copy of AP's request for cancellation is submitted along with application for cancellation by member	
iv	Copy of AP's request for cancellation is on the letterhead of AP	
v	In case AP is a Corporate/Partnership firm/Limited Liability Partnership firm, Board Resolution / Letter of Authority provided by Authorised Person	
vi	Board Resolution / Letter of Authority is provided on letter head of the AP	
vii	Board Resolution is signed by the Director of AP or Letter of Authority is signed by all the partners of AP in case of Partnership firm / Limited Liability Partnership firm	
2	Confirmation received from Member	
i	No investor complaints / arbitration/disciplinary proceeding/investigation/inquiry is pending against Member for dealing with AP	
ii	No dispute between the Member and AP or between Member and any of their clients related to AP	
iii	No action pending against the AP by SEBI/ Stock Exchange/ any other Regulatory Authority	
iv	Investors/general public are informed about cancellation of AP	
v	Confirmed to honour all the liabilities /obligations arising from the acts of omission or commission of the authorised person done by AP or its employee	
3	Payment Details	
i	Cheque / Demand Draft/Pay order received from Member for an amount of Rs.1,000 + service tax @12.36% in favour of "MCX Stock Exchange Ltd."	
4	User ID	
i	User ID created for Authorized Person	
ii	If Yes, request for Cancellation of User ID submitted to Exchange	
5	Connectivity	
i	If User ID is created for AP, whether Leased Line/VSAT connectivity is provided	
ii	If Yes, request for cancellation of Leased Line/VSAT connectivity is submitted to the Exchange	

**APPLICATION FOR CANCELLATION
OF AUTHORISED PERSON**
(On the letter head of the Trading Member)

Membership Department
MCX Stock Exchange Limited,
2nd Floor, Exchange Square, Suren Road,
Chakala, Andheri (E),
Mumbai 400 093

Dear Sir/Madam,

I/We hereby request the Exchange for cancellation of appointment of following Authorised Person(s) with the Exchange whose details are as under:

Sr. No.	Name of Authorised Person	Segment (CM/F&O/CD)	Date of approval by Exchange	Authorised Person Code	Reason for cancellation

I /We certify and confirm the following:

1. The above mentioned authorised person has been disabled from trading.
2. The agreement(s) between me / us and the above mentioned Authorised Person(s) has/have been terminated.
3. There are no investor complaints / arbitration/disciplinary proceeding/investigation/inquiry pending against us in respect of clients dealing through this Authorised Person.
4. There is no dispute of any matter between us and this / these Authorised Person (s) stated above or between us and any of our clients concerning the said Authorised Person(s).
5. There is no action pending against the Authorised Person by SEBI/ Stock Exchange/ any other Regulatory Authority.
6. Investors/general publics are informed about cancellation of above mentioned Authorised Person (s).
7. Copy of request(s) received from the Authorised Person(s) listed above is/are enclosed.
8. *Certified true copy of Board Resolution / Letter of Authority signed by all partners regarding approval for cancellation of Authorised Person appointment is also enclosed

I / We undertake to honour all the liabilities / obligations arising from the acts of omission or commission of the authorised person done by the authorised person / employees of the authorised person till the cancellation of appointment by the Exchange.

Please find enclosed the following payments:-

Cheque / DD/ Pay order No/Transaction No.	Date of Cheque/ DD/ order/Date Pay of Transaction	Drawn on - Name of the bank and branch	Amount (Rs.) (including service tax @ 12.36%)

Processing fees of Rs 1,000/- plus service tax @12.36% for each segment, by way of *Cheques/Drafts/Pay Orders/Banker's Cheque*, favouring MCX Stock Exchange Ltd per authorised person application for cancellation

For any further communication in this regard, please contact the undersigned or Mr. / Ms. / Mrs. _____ (Name and Designation) on _____ (contact numbers) / email id _____.

Yours faithfully,
For _____ (name of member)

Name and signature of
Designated Director / Designated Partner
/ Sole Proprietor / Individual

Encl: as above

Place:
Date:
Stamp of member

* Applicable in case the Authorised Person is a Corporate/ LLP/ Partnership Firm