

Circular No.: NSDL/POLICY/2013/0108

Date: September 18, 2013

Sub: Annual Maintenance Fee for Corporate Accounts

As all Participants are aware, in terms of Rule 21.2.6 of Business Rules of NSDL, Annual Maintenance Fee at the rate of Rs. 500 per annum will be charged to the Participant in the case of corporate accounts with effect from October 1, 2013. In this regard, Participants are requested to take note of the following for the purpose of billing:

- 1) Annual Maintenance Fee for the period from October 1, 2013 to March 31, 2014 will be charged in the bill for the month of September 2013 on a pro-rata basis i.e. Rs. 250 per account for the number of corporate accounts with the Participant as on September 30, 2013.
- 2) Thereafter, with effect from April 1, 2014, Annual Maintenance Fee at Rs 500 per account will be charged every financial year from April 1st to March 31st in the bill for the preceding March based on number of corporate accounts as at end of March.
- 3) For new corporate accounts opened during the month, the Annual Maintenance Fee will be billed in the month in which the accounts are opened on a pro-rata basis till the end of financial year. E.g. If an account is opened in October 2013, it will be charged in the bill for October 2013 for 5 months till March 31, 2014 (Rs. 500 / 12 months X 5 months). Similarly, if an account is opened in July 2014, it will be charged in the bill for July 2014 for 8 months till March 31, 2015 (Rs 500 / 12 months x 8 months).
- 4) For corporate accounts closed during the month, credit note will be issued till the end of financial year on a pro-rata basis. E.g. If an account is closed in December 2013, credit note for 3 months till March 31, 2014 will be issued (Rs. 500 / 12 months X 3 months) in December 2013. Similarly, if an account is closed in September 2014, credit note for 6 months till March 31, 2015 will be issued (Rs 500 / 12 months x 6 months) in September 2014.
- 5) Annual Maintenance Fee for all types of accounts of corporate clients will be billed. The type/sub-type of accounts in the DPM System that will be considered for billing are as given below:



Sr. No.	Type	Sub-Type
1.	Body Corporate	ALL
2.	FI	ALL
3.	FII	ALL
4.	Mutual Fund	ALL
5.	Trust	ALL
6.	Bank	ALL
7.	QFI	Corporate

- 6) All accounts of corporate clients other than closed accounts will be considered for billing.
- 7) The file format of the Detailed Bill File in respect of annual maintenance fee will remain the same. A new static code i.e. “E” is introduced for “Annual Maintenance Fee for Corporate Accounts”. Details of accounts of corporate clients billed for the month would be provided in the Detailed Bill File.

For and on behalf of

National Securities Depository Limited

**Samar Banwat
Senior Vice President**

FORTHCOMING COMPLIANCE			
Particulars	Deadline	Manner of sending	Reference
Investor Grievance Report (Monthly)	By 10th of the following month.	By email at dp_igreport@nsdl.co.in. Alternatively, by hard copy to the Investor Relationship Cell.	1. Circular No. NSDL/PI/98/500 dated October 6, 1998. 2. Circular No. NSDL/PI/2004/1688 dated September 16, 2004.
Networth Certificate and Audited Financial Statements.	September 30th every year.	By hard copy to Participant Interface Department.	Circular No. NSDL/PI/98/414 dated September 1, 1998.

