



Application Form
For

INSTITUTIONAL TRADING -cum- CLEARING MEMBERSHIP

Be a Part of Phenomenal
Growth Story of Nepalese
Commodity and Derivative Market.



NEPAL DERIVATIVE EXCHANGE LIMITED

APPLICATION FOR MEMBERSHIP

To
Membership Department
Nepal Derivative Exchange Ltd.
3rd Floor NDEX Complex
Tinkune, Kathmandu
E-mail: membership@ndex.com.np

Dear Sir/Madam,

I/We am/are desirous of becoming a Member of Nepal Derivative Exchange Limited (NDEX). I/We hereby apply for said membership and undertake to conform and to abide by the Memorandum and Articles of Association, Rules, Bye-laws, Business Rules, Circulars, Notifications and Office Orders, issued by the Exchange, from time to time.

I/We shall be liable for all contracts and transactions in the Exchange entered into by us or by our authorized representatives and I/We will comply with all the requirements of the Exchange relating to settlement thereof.

I/We shall also abide by all decisions of the Exchange with respect to the operations of the Exchange and would perform accordingly in meeting my/our financial, regulatory and operational responsibility as decided by the Exchange from time to time.

I/We agree to be responsible for all non-compliance and the Exchange shall reserve all rights of disciplinary action for any noncompliance by me/us.

Pursuant to above, I/We submit below the details of my/our candidature:

1.	Type of Membership	<input type="checkbox"/> Trading Member <input type="checkbox"/> Trading-cum-Clearing Member <input type="checkbox"/> Professional Clearing Member <input type="checkbox"/> Institutional Trading-cum-Clearing Member
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Signature _____

Signature _____

2.	Trade Name of the applicant (Full name in CAPITAL letters)	
3.	Registered Office Address	
	Tel. No. :	
	Mobile No.:	
	Fax No.:	
	Email:	
4.	Correspondence Address	
	Tel. No. :	
	Mobile No.:	
	Fax No.:	
	Email:	
5.	City(s) in which you are Operating or propose to operate	
6.	Nationality	Nepali
7.	Constitution	<input type="radio"/> Individual <input type="radio"/> Registered Partnership <input type="radio"/> Firm Limited Liability <input type="radio"/> Partnership Firm <input type="radio"/> Limited Company

Signature _____

Signature_____

8.	Date of Birth/ Date of Registration/ Date of Incorporation	
9.	Details of Proprietor/ Partner/ Director/Chief Executive/Authorized Signatory	
	Name	
	Designation:	
	Tel. No (with STD Code):	
	Fax No.(with STD Code):	
	Mobile No:	
	Email ID:	
10.	Designated Person for correspondence	
i)	Name	
	Designation:	
	Tel. No (with STD Code):	
	Fax No.(with STD Code):	
	Mobile No:	
	Email ID:	
ii)	Name	
	Designation:	
	Tel. No (with STD Code):	
	Fax No.(with STD Code):	
	Mobile No:	
	Email ID: (One of the above should be Compliance officer)	

Signature _____

Signature_____

11.	Income Tax Permanent Account No.	
12.	Details of Operating Bank Account-	
	Name of Bank:	
	Branch Address:	
	Account Number: (enclose a copy of the Pass Book/ Bank Statement for verification of details) NOTE: Account should be operational since last 6 months	
13.	Occupation	
14.	Present Net worth	Rs. _____ as on _____
15.	Are you a member of any other Commodity/Stock Exchange? (If so yes, give the name(s) of the Exchanges and code of membership ,date of admission)	
16.	Are you a sub-broker of any NDEX Member? (If yes, Provide No Objection Certificate from the member)	
17.	Please furnish the following details of the applicant and its Designated / Authorized Signatories : Tick whichever is applicable (Yes/ No) a) Have you been declared/rendered incompetent to enter into contract under any law in force in Nepal?	Yes <input type="checkbox"/> No <input type="checkbox"/>

Signature _____

Signature _____

<p>b) Have you ever been declared a defaulter by any Association or Exchange recognized by the Government under any Law?</p> <p>c) Whether any court case is pending against applicant/director(s)/partner(s) which may have an adverse effect on the Membership of the Exchange?</p> <p>d) Have you ever been pronounced guilty of a criminal offence involving moral turpitude?</p> <p>e) Has any disciplinary action been taken by any commodity/stock exchange against you or any of the partner(s)/promoter/director(s)/shareholder(s)/employees of yours?</p> <p>f) Have you ever been adjudged bankrupt or been proved to be insolvent at any time?</p> <p>g) Have you ever been involved in litigations, suits, or proceedings or have been involved in any financial liability of contingent or unascertained nature?</p> <p>h) Have you ever been at any time convicted of an offence involving fraud or dishonesty of financial irregularities?</p> <p>i) Have you ever been associated with or a trading member of or subscriber to or a shareholder or debenture holder of any other commodity/stock exchange?</p> <p>j) Have you ever been denied/rejected membership of any commodity/stock exchange or commercial organization? If yes, when?</p> <p>k) Have you committed any act which may render you liable to be wound-up?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
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Signature_____

Signature_____

	<p>l) Have you ever been suspended/expelled/ declared a defaulter on any other commodity/Stock exchange or have been debarred from trading in commodities/securities by any Regulatory Authorities such as SEBON?</p> <p>m) Have you ever had a provisional liquidator or receiver or official liquidator appointed by a competent court against you?</p> <p>Note: If yes, please enclose relevant details with this form.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
18.	Details of Fees paid in favor of Exchange	
	Cheque/DD No. :	
	Date:	
	Issuing Bank:	
	Branch	
	Amount :	

Signature _____

Signature_____

UNDERTAKING

I/We undertake that any misstatement or misrepresentation or suppression of facts in connection with this application for membership or breach of any undertaking or condition of admission to membership may entail rejection of our application or expulsion of our membership.

I/ We hereby state that the above-mentioned particulars are true, correct and complete to the best of my/ our knowledge and information. I/We state that no relevant material fact has been suppressed while applying for the Membership of NDEX.

I/ We hereby further state neither I/We nor my/our Authorized/designated persons including whole time director or designated partner are being declared defaulters by any commodity exchange and the order is in place.

I/We shall appear for interview, whenever called by the Exchange for seeking my/our Membership of the Exchange.

I/We shall pay the required fees, charges and deposit to the Exchange and submit the necessary documents as stated in the terms and conditions and any other document as required by the exchange for my/ our seeking the Membership of the Exchange.

I/We also agree to provide Exchange with all such documents as may be called for and be required from time to time.

I/We hereby undertake that I/We have the necessary infrastructure like adequate office place equipment and manpower to effectively undertake our activities as a member of Nepal Derivative Exchange Limited.

I/We hereby undertake that I/we will immediately notify the Exchange of any change of information provided in the application.

Date: _____

Place: _____

Authorized Signatories:

Signatures (s): 1) _____ 2) _____

Name: 1) _____ 2) _____

Designation: 1) _____ 2) _____

Trade Name of the applicant: _____

Company

Stamp:

Photographs:

Affix
Photograph
and Sign
across the
Photograph

Affix
Photograph
and Sign
across the
Photograph

Notes

1. Please read the terms and conditions, guidelines and notes carefully before filling-up the application form. Application Form shall be duly filled in **BLOCK** letters only.
2. Please attach all the relevant documents along with this application. Please use additional sheet, wherever necessary to furnish detailed information, if any.
3. Nepal Derivative Exchange Limited or the Exchange or NDEX has been used interchangeably in this application form.

Terms and Conditions for seeking Membership of NDEX

1. An applicant shall be a Nepali national.
2. Remittance can be made through demand draft/pay order/by at par cheque favoring **Nepal Derivative Exchange Limited** payable at Tinkune, Sudibhanagar Kathmandu, Nepal.
3. Documents required shall be as per the checklist annexed depending upon the type and constitution of membership applied for.
4. In case the fees and deposits amount is not paid as per schedule intimated by the Exchange, then the Exchange reserves the right to reject / terminate the membership and forfeit the money paid to NDEX.
5. Application once submitted **cannot** be withdrawn as the application is being processed on first-cum-first serve basis.
6. Taxes including Service Tax as may be applicable from time to time shall be levied in addition to the amounts specified above.
7. The Exchange reserves the right to accept or reject any application or amend the terms and conditions without assigning any reason whatsoever.

Instructions to fill Membership Application Form

1. **Address:** Corporate shall write address of its registered office and other dealing offices.
2. **Branch office:** Enclose a separate sheet for more than one branch and/or contact person.
3. **Form of Organization:** Tick mark one and/or specify.
4. **Net worth:** Write the amount of net worth computed as certified by a Practicing Chartered Accountant
5. **Signature and Photograph:** Authorized Signatory, as detailed below, shall sign the application, paste his recent passport size photo and sign across the photo:

In case of	Signature by and Passport size Photograph of
Individual	Individual
Partnership Firm/LLP	Designated partner(s), as authorized by the Registered Partnership Deed/LLP Registration Document.
Corporate	Two directors, authorized by the Board of Directors and supported by copy of Resolution passed by the Board

6. Each page of application form should be signed and stamped by the authorized signatory.

7. Eligibility Criteria

The following are eligible to apply for membership subject to the regulatory norms and provisions and as provided in the Rules, Business Rules, Byelaws and Circulars of the Exchange -

1. Individuals;
2. Partnership Firms registered under the Nepal Partnership Act,
3. Limited Liability Partnerships registered under the Limited Liability Partnership Act,
4. Corporations, Companies or Institutions or subsidiaries of such Corporations, Companies or Institutions set up for providing financial services;

Individuals (Sole Proprietor)

Criteria	
AGE	Minimum age : 21 years
STATUS	Nepali Citizen
EDUCATION	Under Graduate/Graduate/Post Graduate/ Professional
EXPERIENCE	Should have a requisite experience in derivative or commodities future market or its equivalent.

Partnership Firms

Where the applicant is a partnership firm, the applicant shall identify a Dominant Promoter Group as per the norms of the Exchange at the time of making the application. Any change in the shareholding of the partnership firm including that of the said Dominant Promoter Group or their sharing interest shall be intimated to the exchange in advance.

Criteria	
AGE	Minimum age of partner(s) : 21 years
STATUS	Registered Partnership firm under Nepal Partnership Act
EDUCATION	Under Graduate/Graduate/Post Graduate/ Professional
DESIGNATED PARTNER(S)	Identify designated partner(s) who would be taking care of the day to day management of the partnership firm
DESIGNATED PARTNERS EXPERIENCE	Should have requisite experience in derivative or commodities future market or its equivalent.
DOMINANT PROMOTER NORMS	Identify partner's sharing interest as per Exchange DPG norms

Corporate

A Company as defined in the Companies Act, 2063, shall be eligible to be admitted as a member of a Commodity Exchange provided:

Criteria	
AGE	Minimum age of director(s) : 21 years
STATUS	Corporate registered under The Companies Act,
DESIGNATED DIRECTORS	Identification of at least two directors as designated directors who would be managing the day to day trading operations
EDUCATION	Under Graduate/Graduate/Post Graduate/ Professional
DESIGNATED DIRECTORS EXPERIENCE	Should have requisite experience in derivative or commodities future market or its equivalent.
DOMINANT PROMOTER NORMS	Identify dominant group as per Exchange DPG norms

8. At any point of time the applicant has to ensure that at least the sole proprietor/one of the designated partner/one of the designated director/compliance officer or the nominated representatives shall have valid certificate for trading / dealing as may be prescribed from time to time by Exchange.

Nepal Derivative Exchange Limited

Intimation for Interview

Name of the Applicant :		Affix Passport size photograph of the Interviewee
Type of Membership :		
Constitution :		
Name of the Interviewee		
Age :		
Status/Designation :		
Company Stamp	_____ (Signature of the Applicant)	
Interview Mode: (Tick at the appropriate option)	Personal / Video Conference/ Telephonic	

Please feel free to call /write to us for queries, if any:

Membership Department
Nepal Derivative Exchange
3rd Floor NDEX complex
Tinkune, Kathmandu
E-mail: membership@ndex.com.np