

**SKI CAPITAL SERVICES LIMITED**  
**Policy regarding treatment of inactive accounts**  
**Date June 30, 2010**

**SKI Capital Services Limited (SKI)** as a matter of policy accepts and realizes that the investor community is made of traders as well as investors. Whereas traders trade frequently, the investors trade with long gaps. The inactive client policy is framed keeping the same in mind:

**Client declared inactive by passage of time**

Any client who has not traded continually for a period of 5 years and has also not renewed his running account authorization for 5 continuous years will automatically be moved to the “inactive” category

**Client declared inactive by law**

Any client will be moved to the “inactive” category if required by law

**Client declared inactive voluntarily**

A client may write to SKI stating that he wishes to transfer his account into an “inactive” status, based on which the account will be marked as such

**What happens when a client is declared inactive?**

On a client being declared inactive,

1. All the securities of the client are transferred into the last known demat account of the client
2. All the funds of the client are returned to the client on a letter from client
3. In case the demat account/ bank account details are not available and the client is not contactable, , the securities/ funds are transferred into a separate account of SKI and held till such time SKI hears from the client or their representatives
4. Trading in the client account is stopped, reactivation is subject to request.

**Procedure to activate the client**

To reactivate the account, the client is expected to write to SKI requesting for activation of the account, based on which the account would be activated after due diligence by SKI.

This policy has been adopted by BBPL on June 30, 2010 and may have been revised over time. Latest version of the policy is available at the trading members' website [www.skicapital.net](http://www.skicapital.net)