

AUTHORISATION LETTER
Format of Authorization letter (for individual clients)

Date: ____ / ____ / _____

Annexure 1

To,
Kotak Commodity Services Pvt. Ltd.
1st Floor, Nirlon House ,
Dr. A. B. Raod, Worli
Mumbai 400 030.

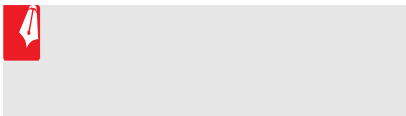
Dear Sir,

I, _____ residing at _____
_____ having trading account with you under client code
no. _____ do hereby authorise Mr. _____, relation
_____ residing at _____
having contact no _____ & Email Id _____
(whose specimen signature is as attested below) to act as my / our authorized representative to do
following acts, deeds and things for and on my behalf:

1. To sell, purchase, endorse, negotiate and/or otherwise deal in commodities and/or sign application and documents as may be necessary for the purpose of acquiring or transferring the same, marking pledge/lien on such commodities or otherwise deal, negotiate or trade in commodities on my behalf including in Futures segment.
2. For the aforesaid purpose to sign contracts, agreements, transfers, acceptances , receipts, acquaintances or other instruments, documents and forms, to accept and carry out correspondence with such person(s) or authority/authorities or department(s) and to do all lawful acts required for effecting the same.
3. To accept and give valid discharges for acceptances and submission of contract notes, bills, ledger statements, transaction statements and all correspondence and communication on my behalf.

I/We hereby agree, ratify and confirm all acts, deeds and things of whatsoever nature done by my/our authorized representative by virtue of this authority..

Clients Signature along with Notary/Banker verifying the signature:



ACCEPTED

I hereby confirm the authority vested upon me by _____ (name of the client)
and agree to take all action in good faith of the client.

Please affix
photo
of Authorized
Representative
duly
signed across

Specimen Signature of Authorized Representative
along with Notary/Banker verifying the signature

As a proof of identification & address of the aforementioned authorized representatives, I/we hereby enclose certified true copy of the following:

1. PAN Card or other approved identity proof containing photo and signature (specify)
2. Address Proof (Passport/DL/Voters ID card/Bank Statement)

Date: ____ / ____ / _____

Annexure 2

Details of Authority Letter to be put on backside of AL by person collecting AL from the client

Name of the Client : _____

Trading Code : _____

Employee Name (collecting this letter) : _____

Employment Code & Division : _____

Employee's Contact Details : _____

Employee Reporting To : _____

Date of Collection of this letter : _____

I hereby declare that this authority letter has been collected by me personally from the client

(Signature of the Employee)

Date: ____ / ____ / _____

Place : _____